

## Table of Contents

<b>Ukraine - Help in Odenwaldkreis</b>	<b>4</b>
<b>Schule, Studium, Arbeit</b>	<b>4</b>
Kindergarten and school	4
Measles vaccination	4
Ukrainian school materials	4
Online schooling Ukraine	5
Language courses	5
Work and recognition of qualifications	5
Study	6
<b>Amtliches</b>	<b>6</b>
Social benefits	6
Car - driving licence	6
Immigration office	7
Information from other authorities	7
Prosecution of war crimes	7
Important addresses	8
<b>Alltag</b>	<b>8</b>
Flat and account	8
Quarantine regulation for pets	8
Ukraine TV	8
PUBLIC TRANSPORT	8
Phone calls	9
<b>Counselling centres</b>	<b>9</b>
<b>Welcome</b>	<b>10</b>
Welcome to the Odenwaldkreis	10
Interesting facts about the Odenwald district	11
Publications about the Odenwaldkreis	11
Living together in Germany	12
City map	13
About Integreat	13
Contact us	13
<b>Language/Integration</b>	<b>14</b>
Information	14
Language level and certificates	14
Language Courses	15
German courses	15
Integration courses	16
Literacy courses	17
Vocational language courses (DeuFöV)	17
Voluntary language courses	18
Online language courses	19
Interpreter	20
<b>Education, Work und University Studies</b>	<b>21</b>
Information	21
Finding work	21
Residence status and legal consequences	21
Labour market access	23
Employment contract and working time models	24
Job reference	27

Applications and interviews	28
Looking for Work - Advice and Help	30
WELCOMECENTER Hesse	30
Irregular and illegal employment	31
Minimum wage	31
Works council and trade unions	32
Counselling for employees from Central and Eastern Europe	32
Independence	33
Vocational training (dual and full-time)	33
Vocational school	35
Study	37
Study at a university	39
Funding and scholarship	40
Kiron Higher Education	40
Recognition of Certificates	41
Recognition of foreign educational qualifications	41
Official certification of certificates	42
Catching up on qualifications	43
Transition from school to work	43
Lifelong learning - Hessencampus Odenwald (HCO)	46
Important offices	47
Job centre	47
Employment agency	48
Social welfare office	48
Registry office	49
Immigration office	49
Asylum and refugees	50
Residence status	50
Application for asylum	53
Family asylum and international protection for family members	54
Asylum social counselling	54
Children/family/partnerships	55
Information	55
Pregnancy and birth	55
Childcare	56
School for children aged 6 to 18	58
Information	58
Notation system	59
School system	60
Everyday school life	60
Tutoring and support	61
School support	63
Family benefits	63
Family/partnership counselling services	64
Unaccompanied refugee minors	70
Leisure/Culture/Sport	70
Information	70
Open offers/meetings	70
Sport	71
Leisure - Offers	73
Cultural offer	76

Counselling centres	77
Organising Daily Life	78
Securing a livelihood	79
General counselling	80
Debt counselling	84
Health	85
Emergency Numbers - SOS	85
Visit to the doctor	86
Electronic patient file (ePA)	87
Medication and Chemist's Shops	89
REHA - Sport	89
Counselling centres	89
Health apps	91
First aid training (first aider)	92
Care	93
Disabilities	94
Hospice and palliative care	96
Nutrition	96
Mobility	97
Deutschlandticket and Hessenpass mobile	99
Liability insurance	99
Internet and Free WIFI	100
Current account	100
Contracts and mobile phones	101
Radio and TV	102
Taxes and tax returns	102
Living	103
Energy and environment	107
Libraries	107
Lesbian, gay, bisexual, trans* and inter* (LGBTI)	109

## Ukraine - Help in Odenwaldkreis

### Schule, Studium, Arbeit

#### Kindergarten and school

##### Kindergarten

For kindergarten enrolment, please contact the respective city or municipal administration where you live. Costs can be covered by the Youth Welfare Office after application.

##### School enrolment

For school enrolment, please contact:

Staatliches Schulamt für den Landkreis Bergstraße und den Odenwaldkreis  
Aufnahme- und Beratungszentrum  
Weiherhausstr. 8c  
64646 Heppenheim  
Tel.: 06252 9964-322

Children and young people up to the age of 17 can register for school online [here](#).

Young adults aged 18 and over should register by email at  
[ABZ.SSA.Heppenheim@kultus.hessen.de](mailto:ABZ.SSA.Heppenheim@kultus.hessen.de).

Pupils aged 6 to 16 are required to attend school. The Admissions and Advice Centre (ABZ) advises parents with children and young people who do not speak German and is responsible for allocating them to a suitable school.

The addresses of the schools at Odenwaldkreis can be found [here](#).

Further general information about schools in Germany can be found [here](#).

#### Measles vaccination

All children must be vaccinated against measles when they start school or kindergarten.

Child minders must also be vaccinated as a rule.

[Information from the Federal Ministry of Health \(please click\)](#)

[Information sheet on the measles vaccination in Ukrainian \(please click\)](#)

[Vaccination calendar in Ukrainian of the RKI](#)

#### Ukrainian school materials

Here you will find Ukrainian school material:

[Free books](#)

[Books Government Ukraine](#)

[Ernst Klett Verlag](#)

## **Online schooling Ukraine**

### **School in Germany**

Ukrainian children have to go to school in Germany. Online lessons in Ukraine can be attended voluntarily.

#### Preliminary courses

Pre-school courses are attended by children who speak little German. The courses take place before school enrolment.

#### Intensive classes

Intensive classes are attended by pupils who are of school age and speak little German.

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

### **Language courses**

Refugees from Ukraine can take part in federal integration programmes.

You can find all people who are allowed to participate [here](#).

The Immigration Office in Erbach decides which group of people you belong to.

Language courses are free of charge and take place here:

**[F+U Michelstadt, Frankfurter Straße 37, 64720 Michelstadt](#)**

[JWO Odenwaldkreis, Schloßplatz 6, 64732 Bad König](#)

Information about language levels and certificates can be found [here](#).

### **Work and recognition of qualifications**

Whether you are allowed to work in Germany depends on your status. You need a document with the note "Gainful employment permitted". This document is issued by the Foreigners' Registration Office. You can find more information [here](#).

If you are allowed to work in Germany, you are generally allowed to work in the profession you have learnt. However, there are professions for which you need to be recognised in advance. This applies to doctors, lawyers and nursing professions. These professions are called "regulated professions". If you would like to work in a regulated profession, you must have your qualification recognised.

If you have a foreign educational or professional qualification, you can have it recognised in Germany. In the recognition procedure, your qualification will be compared with a similar German qualification. If your qualification is recognised as equivalent, you will receive a corresponding notification. This will give you better opportunities on the labour market. All

people with a foreign qualification have a right to this recognition procedure. Neither your residence status nor your citizenship play a role here. Information on the recognition of qualifications can be found [here](#).

There is a multilingual internet portal where you can enter your professional qualification and get all the steps explained on how this procedure works in Germany. You can find the link [here](#).

Further topics from the "Labour" section can be found [here](#).

## **Study**

You would like to study.

Or you have already studied in your home country.

And you would like to complete your studies in Germany.

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

## **Amtliches**

### **Social benefits**

Refugees from Ukraine receive social benefits if required.

People who are unable to work or pensioners can find the applications [here](#).

People who are able to work can find the applications [here](#).

Applications can also be obtained from the local authorities. You can find the addresses [here](#).

The applications are processed here:

Kreisausschuss des Odenwaldkreises  
Michelstädter Str. 12  
64711 Erbach

The authority always sends a written decision on the application.

Once the benefit has been approved, you can make purchases at Tafel Erbach - Michelstadt .  
You will receive a receipt from the authority.

### **Car - driving licence**

Until **06.03.2025**, the Ukrainian driving licence is valid in the EU for:

- Ukrainian refugees and stateless persons who have fled Ukraine because of the war

If you have a visa to study or work, this rule does not apply.

Regulations for car registration in Ukrainian and English can be found [here](#).

If an uninsured Ukrainian vehicle causes damage, the insurance companies will cover the damage.

You can report damage [here](#).

## **Immigration office**

Please submit an application for a [residence permit](#). A separate application must be submitted for each person.

Please enclose a copy of your passport and send all documents to:

Kreisausschuss Odenwaldkreis  
Ausländerbehörde  
Michelstädter Straße 12  
64711 Erbach

Fax: 06062 70-111 279

E-mail: [abh@odenwaldkreis.de](mailto:abh@odenwaldkreis.de)

If you are travelling with children or young people who have other parents, please contact the Jugendamt des Odenwaldkreises.

Contact: Telephone 06062 70 458, e-mail: [info.jugendamt@odenwaldkreis.de](mailto:info.jugendamt@odenwaldkreis.de)

If you have lost your passport and/or other identity documents during your flight, you can apply for replacement documents in Germany. Please contact the [Foreigners' Registration Office](#). You can also book appointments [online](#).

## **Information from other authorities**

### **Further information can be found at**

[Federal Ministry of the Interior and for Home Affairs](#)

[Federal Office for Migration and Refugees](#)

[Federal Government Commissioner for Migration, Refugees and Integration](#)

[Hess. Ministry of the Interior and Sport](#)

## **Prosecution of war crimes**

If you have been a victim or eyewitness of a war crime in Ukraine, you can report it to the police. The police will accept reports and information. These crimes can be prosecuted in Germany, even if they were committed by foreigners outside Germany. The aim is to identify and prosecute offenders. This is done regardless of their place of residence.

Form in German [\(please click to download\)](#)

Form in Ukrainian [\(please click to download\)](#)

You can report the war crime to Polizei in Erbach (Neue Lustgartenstraße 7, 64711 Erbach) oder Höchst (Aschaffener Straße 2, 64739 Höchst).

## Important addresses

The consulate is an office of Ukraine in Germany.

The staff at the consulate look after people from their country.  
The consulate deals with passports, for example.

The head of the consulate is called the consul.

### Generalkonsulat der Ukraine

Generalkonsulat Ukraine

Vilbeler Str. 29, 60313 Frankfurt am Main

Tel.: 069/29720920

E-Mail: [gc\\_def@mfa.gov.ua](mailto:gc_def@mfa.gov.ua)

## Alltag

### Flat and account

#### Rent a flat

Information on renting flats is available [here](#). The rental certificate is filed [here](#).

#### Bank account

An account can be opened at a bank or savings bank. You will need a tax identification number for this. You will receive this number when you register at the residents' registration office.

#### Search for a flat

The district administration collects housing offers for refugees at the e-mail address [ukrainehilfe@odenwaldkreis.de](mailto:ukrainehilfe@odenwaldkreis.de). Please enter your contact details and information about the accommodation. The location, size and cost of the flat are important.

Further information about everyday life in Germany can be found [here](#).

### Quarantine regulation for pets

If you bring a pet from Ukraine to Germany, the animal must be quarantined. You can find the relevant regulations [here](#).

### Ukraine TV

TV - Links are here:

[24TV.ua](http://24TV.ua)

[Zattoo Ukraine TV](#)

## PUBLIC TRANSPORT



## **Bus and rail transport**

With your passport or proof of residence you can travel from the border to Berlin, Dresden, Nuremberg and Munich. You do not need a ticket for this.

For your onward journey, you will receive a free helpukraine-Ticket from the reception centre for one journey to your destination.

Please show your Ukrainian passport or your Ukrainian proof of residence on the train.

You will need a flyer with an eToken to continue your journey on long-distance trains. You can obtain these documents at the reception centres.

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

## **Phone calls**

### **Phone calls / SMS to Ukraine**

From 1 July 2022, the tariff can be switched to the 'Prepaid Ukraine' tariff. This tariff costs €9.95 per month and includes 10 GB data volume and 300 free minutes to Ukraine.

Information in German / English / Ukrainian about the '[Prepaid Ukraine](#)' tariff

## **Counselling centres**

### **Tafel Erbach Michelstadt e.V.**

Here you can buy food for 2.00 EURO. You will need an ID card for this. The card will be issued on:

Tuesday from 9:00 to 12:00

Telephone 06061 703508 or by e-mail at [tafelerbmi@web.de](mailto:tafelerbmi@web.de)

The dates for the distribution of food are [here](#).

### **Residence counselling**

The [Diakonisches Werk Odenwald](#) provides counselling on the following topics: Residence and social welfare

### **Offener Treff #wirsindmichelstadt**

Topics: Authorities, information on education and school, health, sponsorship, etc. Thursdays from 15:30 to 17:30 Stadtteilzentrum "Mittendrin und Bunt", Erbacher Straße 31, 64720 Michelstadt

### **Offener Treff DRK**

Every Tuesday from 16-17:30

Stockheimer Ring 13 in Michelstadt

Topics: Authorities, answers to organisational questions, medical concerns

### **Voluntary refugee work**

You can find the FAQ on refugee work [here](#).

### **Treffpunkt "Cafe Utschast"**

Selbsthilfebüro Odenwald

Untere Pfarrgasse 7

64720 Michelstadt

The café is open every 2nd and 4th Wednesday of the month from 3-5 pm.

### **Servicezentrale DRK**

Werner-von-Siemens-Straße 17

64711 Erbach

Opening hours:

Mon, Tue, Wed, Fri: 9 am - 4 pm

Thu: 9 am - 6 pm

Sat: 9 am - 1 pm

Topics: Language, residence, authorities and institutions, everyday life, volunteering, leisure and socialising

### **Tracing service DRK**

Enquiries are processed by the Tracing Service at: <https://www.drk-suchdienst.de/>

### **Hinweise Verbraucherzentrale**

Information from the consumer advice centre can be found [here](#).

### **Help hotline "Violence against women"**

### **"Hotline for Roma from Ukraine"**

**Further advice centres for family and partnership can be found [here](#).**

## **Welcome**

### **Welcome to the Odenwaldkreis**

Dear ladies and gentlemen, dear newOdenwälder,

As District Administrator of the Odenwald district, I would like to extend a warm welcome to you!

The Odenwaldkreis is proud of its traditions and the deep roots many people have in their region. But we are equally proud of being a cosmopolitan and diverse district. We are delighted that fellow citizens and immigrants who have lived here for generations, as well as people of all faiths, are at home here and live together peacefully.

You are not yet familiar with our region. To help you quickly find your way around the Odenwald and feel at home, we have compiled information and contacts on important topics that are particularly helpful for new residents.

I encourage you to make use of the offers compiled in this app. They will help you get off to a good start in the Odenwald district. I hope that you will soon make contacts, find a new home here and feel like helping to shape life together in the Odenwald district.

Kind regards



Frank Matiaske, District Administrator

### Interesting facts about the Odenwald district

The Odenwald is very rural in character and is located in the Darmstadt district. The Odenwaldkreis has the fewest inhabitants of any district in Hesse. The district has no connection to the motorway or motorway.

The Odenwaldkreis has a high quality of life and is located between the cities of Darmstadt, Frankfurt, Heidelberg and Würzburg.

The Odenwaldkreis is a low mountain range. The highest mountain is the "Katzenbuckel" at 626 metres.

The central part of the Odenwald district is the Mümlingtal. The federal highway 45 runs through the Mümlingtal.

It connects the Mümling valley with the Rhine-Main region and the Neckar valley. The Odenwald railway also runs here.



### Publications about the Odenwaldkreis

The publishing house "Kommunikation und Wirtschaft" has published a book about the Odenwald district. It is called "Deutsche Landkreise im Portrait - Odenwaldkreis". The book can be viewed online [here](#). You can also buy the book in bookshops.

The official homepage of the Odenwaldkreis can be found [here](#).

## Living together in Germany

### The Grundgesetz

Every country has rules that everyone must abide by. The most important law for Germany is the Grundgesetz. It is a collection of 146 articles. Each article stands for a law. These rules determine how people live together in Germany.

The fundamental rights protect the freedom of every person. They are set out in Articles 1 to 19 of the Basic Law.

🌐 Here you can find the Basic Law in 12 languages: [Arabic](#), [Chinese](#), [English](#), [French](#), [Italian](#), [Persian](#), [Polish](#), [Russian](#), [Serbian](#), [Spanish](#), [Turkish](#) and, of course, [German](#).

🎬 You can see how the German rule of law works in these films in [German](#), [Dari](#), [Arabic](#), [English](#), [French](#), [Pashto](#) and [Urdu](#).

The **local court** has jurisdiction in legal disputes between citizens. This applies up to and including an amount in dispute of 5,000 euros. Regardless of the amount in dispute, it has jurisdiction over matters such as tenancy, housing and family disputes. The local court is also responsible for matters relating to

- enforcement
- forced sale
- insolvency proceedings
- probate court
- guardianship court
- Deprivation of liberty

The local court in Michelstadt is at Odenwaldkreis. Here is the address:

#### **Amtsgericht Michelstadt**

🏠 [Erbacher Str. 47, 64720 Michelstadt](#)

☎ [06061-7080](#)

🌐 [Website of Michelstadt Local Court](#)

### Human rights

Human rights are important rights that always apply to all people all over the world. Human rights are rights that every person has by virtue of being human. They protect the dignity of every human being and apply equally to all people.

There are 30 rights. The most important are

- All people are of equal value.
- Everyone is allowed to have their own opinion.
- Everyone has the right to peace and security.

## Children's rights

Children need special protection and therefore also special rights. The individual rights of children are set out in the Convention on the Rights of the Child.

This convention comprises 54 articles.

🌐 The 10 most important children's rights are clearly explained here: [German/Arabic](#) and [German/Persian](#).

## City map

The Odenwaldkreis borders on the following districts:

- Darmstadt - Dieburg (Hesse)
- Miltenberg (Bavaria)
- Neckar - Odenwald district (Baden - Württemberg)
- Rhine - Neckar district (Baden - Württemberg)
- Bergstrasse (Hesse)

You can find the location of the Odenwald district on the following [map](#).

Here you can find a city map for the [Odenwaldkreis](#).

The towns and municipalities of the Odenwaldkreis can be found on the [homepage](#) of the district administration.

You can also find free and complete offline maps at [maps.me](#).

## About Integreat

Integreat is a guide to support you in your everyday life. You will find important addresses, contacts and tips and tricks to help you find your way around.

This guide has several chapters. Each chapter deals with a different topic. For example, you will find information on doctors, schools, German courses or important institutions. There is also a chapter with ideas on what you can do in your free time. The information and leisure activities change and are regularly updated by your local authority. It is therefore a good idea to check your mobile app from time to time to find out about current activities and events.

You can also use this app offline if you don't have internet access. When you are back online, the app will update itself.

We very much hope that we can simplify your life at Odenwaldkreis with this app.

## Contact us

If you have any questions, please contact:

## Kreisausschuss Odenwaldkreis

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/701647](tel:06062701647)

✉ [integreat@odenwaldkreis.de](mailto:integreat@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

## Language/Integration

### Information

In order to find your way around Germany and be able to work, you need to learn German. You can find jobs with appropriate language courses here.

There are many ways to learn German. Courses are offered by various institutions and also by private individuals. There is no one-size-fits-all answer as to which course is best for you. Your residence status also has an influence on this. The following pages provide an overview of the most important providers. Contact the institutions listed, even if the course you are looking for is not currently being offered. You can only plan your programme if the providers are aware of your needs. The providers have many years of experience and can also provide you with information on costs, funding and possible travel allowances.

You will also find contacts who can put you in touch with volunteers. Volunteers are people who support you without asking for payment.

### Language level and certificates

German courses are organised according to level of difficulty. There are six levels: A1, A2, B1, B2, C1 and C2. They start with A1 and end with mother tongue level C2. The six levels mean in detail:

#### **A1: Beginner**

You can understand and use simple words and sentences.

You can introduce yourself and others. For example: My name is Maria. I am 30 years old.

I live in Germany. This is my boyfriend. His name is Paul.

You can ask questions about yourself. For example: What is your name? Where do you live?

You can answer questions. For example: How are you? I am doing well.

A person speaks slowly and clearly. You can have a conversation with them.

#### **A2: Basic knowledge**

You can understand sentences and frequently used words. You understand words in these areas: Personal and family information, shopping, work and your neighbourhood.

You can communicate in simple, everyday situations. You can describe your background, education and environment.

#### **B1: Advanced use of language**

You can understand a lot. It's about work, school, leisure and so on.

You can make yourself understood when travelling. You can say something about familiar topics and personal interests. You can talk about experiences and events. They can describe dreams, hopes and goals. You can give brief reasons or explanations for plans and opinions.

#### **B2: Independent use of language**

You can understand the most important content of complex texts on concrete and abstract

topics. You can also understand specialised discussions in your field of specialisation. You can communicate spontaneously and fluently. A normal conversation with native speakers is possible without much effort on either side. You can express yourself clearly and in detail on many different topics. You can explain a point of view on a topical issue. You can state the advantages and disadvantages of various options.

### **C1: Specialised language skills**

You can understand a lot of demanding, longer texts. You can also grasp implicit meanings. You can express yourself spontaneously and fluently. You do not have to search for words often. You can use the language effectively and flexibly in social and professional life or in training and studies. You can express yourself clearly, in a structured and detailed way on complex issues. You can use different means of linking texts appropriately.

### **C2: (Almost) native speaker level**

You can understand practically everything you read or hear with ease. You can summarise information from different written and oral sources. You can give reasons and explanations in a coherent presentation. You can express yourself spontaneously, very fluently and precisely. You can also make clear finer nuances of meaning in more complex situations.

If you want to find out how good your German is, you can also do this online on the [Goethe-Institut website](https://www.goethe.de).

## **Language Courses**

### **German courses**

The adult education centre (VHS) offers a wide range of courses for all interested parties. The VHS offers many courses in the area of "Language".

The courses are offered for people who have little knowledge of the German language. However, there are also courses for people who want to acquire special German language skills. For naturalisation you need a B 1 language certificate. You can also obtain this certificate at the VHS.

Here is the address:

#### **Adult Education Centre Odenwaldkreis (VHS)**

🏠 [Martin-Luther-Straße 45, 64711 Erbach](https://www.vhs-odenwald.de)

☎ [06062 701732](tel:06062701732)

✉ [vhs@odenwaldkreis.de](mailto:vhs@odenwaldkreis.de)

🌐 [www.vhs-odenwald.de](https://www.vhs-odenwald.de)


Language courses are also offered by F+U in Michelstadt. If you have an authorisation certificate from the

- Federal Office for Migration and Refugees (BAMF)
- Foreigners' Registration Office
- Municipal Job Centre (KJC)

you can take part in a German course. Participation is free of charge. Here is the address:

**F+U Rhein-Main-Neckar gGmbH** [Frankfurter Str.37, 64720 Michelstadt](#) [06061/94370](tel:0606194370) [Arbeitsmarkt.mi@fuu.de](mailto:Arbeitsmarkt.mi@fuu.de) [www.fuu.de](http://www.fuu.de)

Language courses for young people are offered by "Jugendwerkstätten Odenwald e. V." (JWO). Topics such as education, work, health and leisure are taught here. The language course level is B 1. Further information can be found at

**Jugendwerkstätten Odenwald e.V.** [Schlossplatz 6, 64732 Bad König](#) [06063/8267104](tel:060638267104) [jik@jwo-ev.de](mailto:jik@jwo-ev.de) [www.jwo-ev.de](http://www.jwo-ev.de)

Further course providers can be found [here](#).

**Integration courses**

The **integration course** has 600 lessons. The courses take place up to a language level of B1. In 100 additional lessons you will receive information about culture, politics and social issues in Germany. There are also special integration courses. These courses are offered for women, parents and non-literate people. These courses can have more or fewer lessons.

If you receive benefits from the Social Welfare Office or the Municipal Job Centre (KJC), the courses are free of charge for you.


You may be asked to take part in an integration course by the [local job centre](#), the [social welfare office](#) or the [foreigners authority](#).

If you do not receive an invitation to attend an integration course and would like to participate, apply for the course at the [BAMF \(Federal Office for Migration and Refugees\)](#).

If you need help with the application, please contact the asylum social counselling service or the [migration counselling](#) service in Michelstadt. The migration counselling service at the Diakonisches Werk supports adult migrants and their families. This involves organising language courses and integration courses. You will also receive help with

- Residence in Germany
- Questions about everyday life in Germany
- Writing to the authorities

Integration courses for adults are offered by F+U in Michelstadt.

**F+U Rhein-Main-Neckar gGmbH** [Frankfurter Str.37, 64720 Michelstadt](#) [06061/94370](tel:0606194370) [Arbeitsmarkt.mi@fuu.de](mailto:Arbeitsmarkt.mi@fuu.de) [www.fuu.de](http://www.fuu.de)



If you are under 27 years old and would like to live in Germany permanently, you have the option of attending a **youth integration course**. The aim of the course is integration in the areas of language, school, work and social life. These courses are offered in the Odenwald by the Jugendwerkstätten Odenwald (JWO):

### **Jugendwerkstätten Odenwald e.V.**

🏠 [Schlossplatz 6, 64732 Bad König](#)

☎ [06063/8267104](tel:060638267104)

✉ [ik@jwo-ev.de](mailto:ik@jwo-ev.de)

🌐 [www.jwo-ev.de](http://www.jwo-ev.de)

You can view all course providers and course locations in Germany [here](#).

### **Literacy courses**

The F+U in Michelstadt offers literacy courses in the Odenwald:

#### **F+U Rhein-Main-Neckar gGmbH**

🏠 [Frankfurter Str.37, 64720 Michelstadt](#)

☎ [06061/94370](tel:0606194370)

✉ [Arbeitsmarkt.mi@fuu.de](mailto:Arbeitsmarkt.mi@fuu.de)

🌐 [www.fuu.de](http://www.fuu.de)

If there is no course in Michelstadt, you can also contact the adult education centre (VHS) in Dieburg:

#### **Volkshochschule Darmstadt-Dieburg**

🏠 [Albinstraße 23, 64807 Dieburg](#)

☎ [06151/8812301](tel:061518812301)

✉ [vhs@ladadi.de](mailto:vhs@ladadi.de)

🌐 [www.vhs.ladadi.de](http://www.vhs.ladadi.de)

or to the basic education centre in Darmstadt:

#### **Grundbildungszentrum Darmstadt und Darmstadt-Dieburg**

##### **Bildungswerk der Hessischen Wirtschaft e. V.**

🏠 [Rheinstraße 94-96a, 64295 Darmstadt](#)

☎ [06151/2710989](tel:061512710989)

✉ [gbz@bwhw.de](mailto:gbz@bwhw.de)

🌐 [www.bwhw.de](http://www.bwhw.de)

The way to the reading and writing course in Darmstadt is explained [here](#).

### **Vocational language courses (DeuFöV)**

Learn, deepen and consolidate your knowledge in a job-related German course. The course can be attended after the integration course. The course can also be attended alongside work or an apprenticeship.

The course comprises three modules with 300 lessons each. In the course you will acquire language level C2.

Each module concludes with an examination. You need a language level of B1 to attend the course.

### **F+U Rhein-Main-Neckar gGmbH**

🏠 [Frankfurter Str. 37, 64720 Michelstadt](#)

☎ [06061/94370](tel:0606194370)

✉ [Arbeitsmarkt.mi@fuu.de](mailto:Arbeitsmarkt.mi@fuu.de)

🌐 [www.fuu.de](http://www.fuu.de)

The Adult Education Centre Odenwaldkreis offers so-called "German at the workplace" courses. These are less extensive and B1 is not a prerequisite.

### **Volkshochschule Odenwaldkreis**

🏠 [Martin-Luther-Straße 45, 64711 Erbach](#)

☎ [06062 701732](tel:06062701732)

✉ [vhs@odenwaldkreis.de](mailto:vhs@odenwaldkreis.de)

🌐 [www.vhs-odenwald.de](http://www.vhs-odenwald.de)

If you need support between A2 and B1 and are interested in dual training, please contact the Bildungswerk der Hess. Wirtschaft. Here you will receive vocational guidance and language support.

Integration support and socio-educational counselling.

### **Bildungswerk der Hessischen Wirtschaft e. V.**

🏠 [Frankfurter Str. 37, 64720 Michelstadt](#)

☎ [06061/943802](tel:06061943802)

✉ [michelstadt@bwhw.de](mailto:michelstadt@bwhw.de)

🌐 [www.bwhw.de](http://www.bwhw.de)

## **Voluntary language courses**

In addition to the official German courses, there are other ways to learn German at Odenwaldkreis. There are groups run by volunteers in the local communities. Anyone can take part in these courses. The Odenwald District Volunteer Agency can help you find these courses. The Ehrenamtsagentur can also help you find language mentors.

### **Ehrenamtsagentur Odenwaldkreis**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062 701185](tel:06062701185)

✉ [engagiert@odenwaldkreis.de](mailto:engagiert@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

Courses where you can learn German are offered by various local authorities in the Odenwald district. It is best to enquire at the [administration of the town or municipality](#) in which you live or take a look at the list:

### **Bad König**

Frank Schoenmaker

☎ [0160/59666](tel:016059666)

✉ [fluechtlingshilfe.badkoenig@t-online.de](mailto:fluechtlingshilfe.badkoenig@t-online.de)

### **Oberzent**

Harald Braner

☎ [06068/3652](tel:060683652)

### **Reichelsheim**

Annemarie Knichel

☎ [06164/3975](tel:061643975)

### **Erbach**

Evangelical Free Church

☎ [06062/4287](tel:060624287)

### **Michelstadt**

Tatjana Schmied

☎ [06061/74159](tel:0606174159)

Diaconal work

☎ [06061/96500](tel:0606196500)

### **Sandbach**

Sibel Cakir

☎ [06165/388084](tel:06165388084) or ☎ [06163/7090](tel:061637090)

### **Breuberg**

Daniel Serra da Silva

☎ [0152/06147985](tel:015206147985)

✉ <mailto:Kopfsteinpflaster.bb@jwo-ev.de>

## **Online language courses**

You can learn German on your smart phone or computer. The courses are often free of charge. Use the offers to make good use of the waiting time for a language course. The offers can also help during a language course. You can find more information about the language levels (A1-C2) [here](#).

🌐 [Einstieg Deutsch](#): A free language learning app for initial language skills.

🌐 [Ankommen App](#): Information on life in Germany and the topics of asylum, training and work. The Ankommen app also contains a self-study course for the first few weeks in Germany from level A1.

🌐 [Serlo ABC](#): A free alphabetisation app for self-study or as a supplement to a language course. The app is approved as a textbook for integration courses.

🌐 [Mein Deutschbuch](#): A comprehensive range of resources for learning German. The website is aimed at learners and teachers, A1-B2.

🌐 [Deutsch-Uni Online \(DUO\)](#): Language learning programmes for A1 to C2.

🌐 [Basis-Sprachkurs der Deutschen Welle](#): Online language course with modules on literacy and job-related language skills. There is also a placement test.

🌐 ["Die Stadt der Wörter"](#): App and website for learning vocabulary without prior knowledge in German, English, French and other languages.

🌐 [Ich-will-Deutsch-lernen](#): This portal is run by the German Adult Education Association and offers exercises at levels A1 to B1+. The portal is free of charge. All exercises are also available in an app for Android and iOS.

🌐 [VHS learning portal](#): Free German courses. You can also learn to write, read and do maths. There is also help for preparing for school-leaving exams in German, maths and English.

🌐 [Language placement test](#): onSET-online language placement test for refugees and for language categorisation for helpers

🌐 [PONS picture dictionary](#): The learning app contains an extensive vocabulary for learners of levels A1 to C1 with 15,000 words from various subject areas.

🌐 [Buchstaben.com](#): Online German course for refugees with individual learning tools

The following offers are available in the online dictionary section:

🌐 [LanguageGuide](#): This app contains vocabulary by subject area with pictures and audio files.

Various YouTube channels also offer exercises:

[Alphabetisation](#) for Arabic speakers to learn the alphabet and the basics of German on their own

[Mein Weg nach Deutschland](#) shows interactive exercises from the Goethe Institute

[Nicos Weg](#) contains videos with exercises for the German course "Nicos Weg" by Deutsche Welle.

[Typisch ?](#) shows videos of everyday manners in Germany

## Interpreter

If you go to the authorities, such as the [immigration office](#), you will need an **interpreter**. An interpreter is also very helpful for [visits to the doctor](#) or for discussions at school or kindergarten.

💡 Some authorities and organisations have their own interpreters and can use them during meetings. When you make an appointment, please always ask whether an interpreter will be provided free of charge.

💡 Official documents such as certificates and deeds may only be translated by state-certified translators in Germany. These translations are often expensive. It is best to check in advance whether you really need a certified translation. Compare the prices beforehand.

If you need an interpreter, please contact Ehrenamtsagentur des Odenwaldkreises. Here you will find an overview of interpreters. These interpreters are available to you free of charge. Here is the address:

### Ehrenamtsagentur (Landratsamt Odenwaldkreis)

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062 701185](#) or [06062 70127](#)

✉ [engagiert@odenwaldkreis.de](mailto:engagiert@odenwaldkreis.de)

[www.odenwaldkreis.de](http://www.odenwaldkreis.de)

## Become an interpreter

Do you speak English or German very well? Then you can support your compatriots who do not speak English or German. If you are interested in working as an interpreter, please contact the Volunteer Agency.

## Education, Work und University Studies

### Information

Whether you are authorised to work in Germany depends on your [residence status](#). You can find important information under [Labour market access](#).

If you have completed a school-leaving qualification or training in your country of origin, these qualifications must be recognised in Germany.

You can find more information on the recognition of qualifications [here](#).

There are over 400 training occupations in Germany. If you want to do vocational training, you can find more information under [Vocational training](#).

Children in Germany have to go to school from the age of 6. Children attend primary school for the first 4 years. Then they attend a secondary school. After that, you can do an apprenticeship or start a degree programme in Germany.

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

### Finding work

#### Residence status and legal consequences

The following documents are available in Germany:

##### 1. proof of arrival

If you want to apply for asylum, you will receive this document. It is valid for the period between registering as an asylum applicant and applying for asylum at the Federal Office for Migration and Refugees (BAMF).



##### 2. residence permit

The document is issued to carry out the asylum procedure until a decision is made on the

application.

The permit contains regulations on work and housing. If you need a work permit, you must apply for one at the [Foreigners' Registration Office](#). If you need help finding a job, please contact:

### Employment Agency

🏠 [Neckarstraße 19, 64711 Erbach](#)

☎ [08004555500](tel:08004555500)

✉ [Erbach@arbeitsagentur.de](mailto:Erbach@arbeitsagentur.de)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)



### 3. fictitious certificate

You will receive this document for the transition from the approved asylum application until the residence permit is issued.



### 4. residence permit

The residence permit is issued for a specific period of time. It is also issued for a specific purpose. It is the basis for permanent residence. The document means access to the labour market without a work permit. For job placement and benefits, please contact:

### Kreisausschuss Odenwaldkreis - Kommunales Jobcenter

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/701100](tel:06062701100)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)



## 5. toleration

A tolerated stay is a suspension of deportation. It is granted if deportation is not possible.

- There is a "deportation stop" for certain groups by law for a period of 3 months
- A work permit is always required. You or your employer apply for this at the [immigration office](#)

For placement in employment, please contact:

### Employment Agency

🏠 [Neckarstraße 19, 64711 Erbach](#)

☎ [08004555500](tel:08004555500)

✉ [Erbach@arbeitsagentur.de](mailto:Erbach@arbeitsagentur.de)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)



### Lost or stolen ID card

If you have lost your ID card or it has been stolen, you must inform the authority that issued it.

For asylum seekers, this is the [immigration office](#). Please go to the [police](#) first and report the theft or loss of your ID card. You can use the report to apply for a new ID card.

## Labour market access

### Labour market - access

👤 If you are looking for work and have entered the EU, you have free access to the labour market.

For refugees, access to the labour market depends on [your residence status](#). You can find more information on the topic of work at [www.diplo.de](http://www.diplo.de)

### Asylum seekers with proof of arrival / residence permit:

If you are obliged to live in an initial reception centre, you are not allowed to work. You must first submit an application for employment to the [foreigners authority](#).

You must take note of this:

- Three months after your registration as an asylum seeker, you have "subordinate" access to the labour market. The labour office will check whether there is a preferential employee for this position.

- After 15 months, there will no longer be a priority check.
- After 4 years you have full access to the labour market. You must submit your application to the [foreigners authority](#).
- If you are doing an apprenticeship, the [foreigners authority](#) will decide on your work permit.

### **Tolerated persons:**

- If you are tolerated, the [foreigners authority](#) will decide on your work permit.
- If you are not banned from working, as a tolerated person you have subordinate access to the labour market from the first day of your tolerated status

### **Refugees with a residence permit:**

If you have been recognised by the BAMF as a person entitled to asylum, refugee or subsidiary protection, you will receive a residence permit from the [immigration authority](#). This allows you to accept any job and gives you access to the labour market.

💡 Different rules apply to [self-employment](#).

### **Counselling centres**

You can obtain further counselling from these two offices:

#### **District Committee Odenwaldkreis / Foreigners' Registration Office**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/700](#)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

#### **Employment Agency**

🏠 [Neckarstraße 19, 64711 Erbach](#)

☎ [08004555500](#)

✉ [Erbach@arbeitsagentur.de](mailto:Erbach@arbeitsagentur.de)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)

### **Employment contract and working time models**

Anyone who works is given an employment contract. It regulates the most important aspects of the work. It states when and where you work. How much holiday you have. It also states how much money you will receive for your work. Both partners must adhere to this contract. The contract comes into effect when you sign it. Only sign if you have understood the content.

There are the following contracts:

#### Open-ended

There is often a probationary period of 3 - 6 months. During this period, an employment relationship can be terminated within two weeks. The employer can terminate the contract. But you as an employee can also give notice. At the end of the probationary period, a permanent employment relationship begins. This has longer protection against dismissal. Working hours are often 40 hours per week.



### Fixed-term

The employment relationship ends on the agreed date. No notice of termination is given.

### Mini job

The maximum earnings per month are € 520 and are tax-free.

### Labour law:

There are many laws that regulate the rights of workers. These include, for example

- Working hours
- wages
- holidays
- dismissal
- Company representation of interests (works council)
- Regulation of the work of trade unions

### **Taxes and social security contributions**

Everyone who works pays taxes in Germany. These are deducted from wages. This is how the state finances its expenditure. Employers are obliged to pay social security contributions for their employees. These contributions finance the social security system in Germany.

### Tax identification number:

The tax ID is an 11-digit number and is required for income tax purposes. The number is always valid for you. The authorities can always identify you with this number. Your employer requires this number. You can obtain this number from the city or municipal administration. Or from the [Federal Central Tax Office](#).

### National insurance number:

Your employer needs this number. You can obtain this number from your health insurance company (e.g. AOK, DAK).

### Illegal work:

You have a job for which you are paid. But this work is not registered with the tax office and health insurance fund. You do not pay taxes and social security contributions. This is forbidden. In Germany, this is called "illegal". You either have to pay a fine for this or you can go to prison. You receive social benefits or citizen's allowance? But you still work? You must inform the authorities if you are working. If you have not told them, it is illegal.

### **Working time models**

Working hours are very different in Germany. Different working time models are subject to different legal conditions in Germany.

There are often the following variants:

### **Flexitime model**

In the flexitime model, the employer sets a daily working time during which employees must be present or work. This is, for example, from 10 am to 3 pm. There is no obligation to be present outside this period.

## **Working time account**

Working time in excess of the contractually agreed working time can be credited to the working time account. Conversely, time is deducted from the account if employees work less than contractually agreed. No salary or overtime premium is paid for the time credited to the account.

## **Annualised working time**

In the annualised working time model, employers determine the total number of hours to be worked within a year. These working hours can be distributed unevenly throughout the year. The salary is paid continuously at the same level even if work performance fluctuates.

## **Functional time**

Functional time is a variant of flexitime. The core time is omitted here. Instead of a binding attendance obligation for each individual employee, this model is based on the guaranteed functionality of the work area.

## **Trust-based working time**

Trust-based working time is not a working time model. It means that the employer does not monitor employee attendance - regardless of whether certain working hours are specified or not.

## **Shift work and night work**

In shift work, employees work in successive shifts throughout the day. For example, in early and late shifts, from 6 a.m. to 2 p.m. and from 3 p.m. to 8 p.m. - this would be a two-shift operation. If a night shift is added, this is called three-shift work. This shift system is used in hospitals, by the police and at the airport.

## **Part-time**

Part-time employees work fewer hours per week than full-time employees. They only work on certain days or fewer hours per day (or both).

## **Home office**

Working from home means occasionally working at a workplace other than the employer's premises. In this model, the legislator has less stringent expectations of the workplace.

By teleworking, the legislator means workstations set up by the company for a fixed period of time in the employee's private area. Teleworking requires clear regulations between employers and employees:

A teleworking workplace must be specified in an agreement or in the employment contract. The equipment is provided and installed by the employer in the employee's private area.

## **On-call duty**

If you are on call, you must be ready for work in your free time. You must arrive at your workplace within a short time to start work.

## **Illness:**

If you are ill and cannot come to work, you must tell your employer. Regulations are included in your contract. Sometimes you have to submit a certificate of incapacity for work to your employer on the first day of illness. You can obtain this certificate from your family doctor or specialist.

## **Job reference**

### **Simple certificate**

Every person is entitled to a simple certificate at the end of their employment. A simple certificate contains information about

- Type and duration of employment
- Function in the company

### **Qualified reference**

The qualified reference is more comprehensive than the simple reference. It contains information on

- Description of tasks and activities
- Assessment of performance
- Assessment of behaviour towards superiors, employees, colleagues and third parties
- Reason for leaving
- Signature

The place, date and signature are written below the reference.

The following terms are often used to describe performance in the reference letter:

### **Performance**

- "Always to our complete satisfaction" - grade very good (1)
- "to our complete satisfaction" - grade good (2)
- "always to our complete satisfaction" - grade good (2)
- "always to our satisfaction" - grade satisfactory (3)
- "to our complete satisfaction" - grade satisfactory (3)
- "to our satisfaction" - grade sufficient (4)
- "On the whole to our satisfaction" - grade poor (5)

### **Behaviour**

- "behaviour was always impeccable" - grade very good (1)
- "behaviour towards superiors, colleagues and customers was impeccable" - grade good (2)
- "behaviour was impeccable towards colleagues, superiors and customers" - grade satisfactory (3)
- "behaviour was satisfactory" - grade sufficient (4)

"was essentially impeccable" - grade unsatisfactory (5)

## **Interim reference**

You are entitled to an interim reference if the content of the work changes. This may be the case if:

- Change of promotion
- Changes to the area of responsibility
- Change of supervisor

In these cases, you are entitled to an interim reference:

- if you go on parental leave
- if you want to apply for a job
- when the employment relationship ends

Interim references are very important in Germany. Keep these documents in a safe place.

## **Applications and interviews**

If you want to start training or work in Germany, you have to apply in writing.

Most of the time, you apply to a company because it has placed a job advertisement on the internet or in the newspaper. This means that the company is looking for new employees. The job advertisement says what kind of work or training is involved and what the company expects from employees. It also says where and how you have to apply.

If the company is interested in you, you will usually be invited to an interview where you will introduce yourself personally. Please allow enough time and be sure to be on time for the interview. It is best to prepare for the interview in detail beforehand and also gather important information about the company. Visit the website and read through the history of the company and find out about the products or services. If you show up on time for the appointment and also ask questions during the interview, you will show the company your motivation and interest in the training or job.

## **An application usually consists of three parts:**

### **Cover letter**

In your personal cover letter, you briefly introduce yourself and say why you are suitable for the open position. For example, describe what experience you have already had in your home country. Inform yourself about the company and describe why you would like to work there. Your cover letter should fit on one page. Sign your cover letter. There are many templates and aids on the internet. It is important that you do not simply copy something. Your cover letter must fit you and the job.

### **CV**

The CV lists all your experience and is structured like a big table. Write from when to when you worked at which company. Write where you did your training or studies. Write where you

went to school and what school-leaving qualification you have. You do not have to include a photo in your CV, but many companies find it good if you do.

## Transcripts and certificates

It is important that you send copies of your certificates (no originals!). Certificates are your school-leaving certificate, your university degree and work references from the past. The certificates should be in German or English, otherwise they should be translated. You should also send proof of internships, further training relevant to the job or certificates from your German course.

💡 The job advertisement tells you how to apply. Please read it carefully.

**Written:** Buy a nice application folder and put your cover letter, CV and certificates in it. Then send the application to the address mentioned in the job advertisement.

**E-mail:** Many applications are now sent via email. Put your cover letter, CV and references together in a PDF file and send it as an attachment to the e-mail. In the e-mail, write a short text to the person who will receive your application.

**Online:** Big companies have their own website where you have to apply. You have to register there with your e-mail address and can then send your application there.

**Assistance with the application** is also offered by:

### Kreisausschuss Odenwaldkreis - Kommunales Jobcenter

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/701100](tel:06062701100)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

### Employment Agency

🏠 [Neckarstraße 19, 64711 Erbach](#)

☎ [0800/4555500](tel:08004555500)

✉ [erbach@arbeitsagentur.de](mailto:erbach@arbeitsagentur.de)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)

🌐 Helpful tips for applying for jobs can be found at [Planet Beruf](#).

🌐 [Europass](#) is a multilingual online portal (over 20 languages) that helps migrants to make their skills and knowledge visible. It offers the free possibility to create a language passport or a CV with an online tool. You can also find important tips for good job applications on Europass.

🌐 At [Bewerbung.net](#), [StepStone](#) and [Lebenslauf2go](#) you can have a CV and a cover letter created for free. In some cases, you can also import your data from Xing or LinkedIn. It is also possible to write your own texts in the template or import files.

🌐 You can find information and templates for cover letters at: [Bewerbung2go](#), [BewerbungsWissen](#), [Karrierebibel](#), [hop-on newcomers](#).

## Language exercises

🌐 On the [VHS learning portal "Ich will Deutsch lernen" \(I want to learn German\)](#) and the [Goethe-Institut](#) site ["Deutsch für dich" \(German for you\)](#) you can find exercises on the topic of job applications and the world of work in general. This will help you learn about the world of work and improve your German language skills.

## Looking for Work - Advice and Help

The following institutions in the Odenwaldkreis can provide you with all the support you need to find a job as well as the services to which you are entitled (travel costs, application costs, etc.):

### Odenwaldkreis District Committee / Municipal Jobcenter

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/701100](#)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

### Employment Agency (Agentur für Arbeit)

🏠 [Neckarstraße 19, 64711 Erbach](#)

☎ [0800/4555500](#)

✉ [erbach@arbeitsagentur.de](mailto:erbach@arbeitsagentur.de)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)

## Youth Work Protection

Young people in particular need special protection at work. They are still developing and are not yet up to the demands of the adult working world. Excessive demands and injuries have a particularly detrimental effect on them.

The Youth Employment Protection Act (Jugendarbeitsschutzgesetz) and the Child Employment Protection Ordinance (Kinderarbeitsschutzverordnung) create the legal prerequisites to protect children and young people from excessive workloads, overstress and the dangers they face at work. Young people still have their whole working life ahead of them.

The primary objective of modern occupational health and safety is therefore to protect them in the early stages from excessive stress in an ever-changing world of work through preventive measures and to maintain and promote their health.

The employment of children is generally prohibited in the Federal Republic of Germany. Only children above the age of 13 may be employed for up to 2 hours (up to 3 hours on family farms) 5 days a week in light activities suitable for them.

## WELCOMECENTER Hesse

Are you new to Hessen? Then you probably have a lot of questions about work:

- Job search
- Passport
- Application documents
- Preparing for a job interview

Then the WELCOME Centre is the right place for you!

We also offer workshops on various topics relating to the application process in Germany.

We are happy to help - free of charge and in German, English, Spanish and Kiswahili.


We are also happy to advise Hessian companies, businesses and administrations. We help to employ international workers, specialists and managers.

Contact us by e-mail or telephone to arrange an appointment.

We are happy to advise you in person, by video, by phone or by email.

 <https://www.work-in-hessen.de>

[@info@welcomecenterhessen.com](mailto:@info@welcomecenterhessen.com)

 069/ 971 72 122 or 0800/666 57 88

### Irregular and illegal employment

If you work in Germany, various amounts are deducted from your salary. The employer must do this. If he does not pay these contributions, this is referred to as "irregular employment".

The employer can be fined for this by a court. It is also possible that he will be sent to prison for this offence.

If you receive social benefits (social welfare office, employment office or job centre), you must notify them immediately if you start working.

If you do not do this, it is a criminal offence. This is also called "illegal employment". It is also known as "illegal employment".

If you have a work ban and go to work anyway, it is also called "undeclared work". Depending on your nationality and reason for residence, this "illegal employment" can lead to an indefinite work ban.

For the following matters

- Verification of employees
- Verification of employers
- Violation of immigration law
- Violation of trade law
- tax laws

the **main customs office in Darmstadt** is responsible. You can find the relevant information [here](#).

### Minimum wage

When you work, you get money for it. This money is called a "wage" or "salary".

Employers must pay employees at least the minimum wage.

From 01.01.2025, the minimum wage will be 12.82 euros per hour of work.

The minimum wage does not apply to

- Persons under the age of 18 without completed training
- Trainees
- Persons who have been unemployed for more than 1 year and then take up work
- trainees
- Trainees
- Voluntary workers

## Works council and trade unions

### Works council

There is a works council in a company. A works council is a group of employees. The works council represents all employees in a company. The works council is elected by the company's employees. The works council exists from a certain number of employees in a company. In the public sector, the works council is called the "staff council".

### Trade unions

A trade union is a group of employees with the same profession from different companies. They stand up for their interests at work. The same applies to employers. They can join together to form an association. The association is called an "employers' association".

There are 8 different trade unions in Germany, covering all professions. They advise their members on legal issues. They also negotiate collective agreements and support works councils.

The German Trade Union Federation is the umbrella organisation for all trade unions in Germany. The representation in the Odenwaldkreis is:

#### **DGB Kreisverband Odenwaldkreis**

Chairman: Harald Staier

🏠 [Montmelianer Platz 4, 64739 Höchst im Odenwald](#)

☎ [06163/3130](tel:061633130)

✉ [harald-staier@t-online.de](mailto:harald-staier@t-online.de)

🌐 [www.suedhessen.dgb.de](http://www.suedhessen.dgb.de)

You can find further contact persons on this homepage.

## Counselling for employees from Central and Eastern Europe

There is a project at Vereins für Wanderarbeiterfragen e.V. The organisation helps workers from Central Europe and Eastern Europe who are working in Germany.

The offices are in Frankfurt and Kassel. Counselling is offered in various languages. Counselling can also take place at the workplace or in the accommodation.



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

## Independence

Self-employment is a form of work. It involves taking full responsibility for your own business. To do this, you need an idea for the business and customers who will buy your services. You also need money to set up your business. If you do not have sufficient capital, you will need to clarify whether you can obtain loans or grants. You also need to register your business with the local authority. You also need to clarify with the tax office what you have to pay in taxes. You also need to take out various insurance policies yourself.

Self-employment is prohibited in Germany if

- you are in the asylum recognition procedure
- your application for asylum has been rejected
- you have a tolerated stay

All other persons have the opportunity to set up a company in Germany.

## Further information - also in foreign languages - is available here:

- [Online guide "GründerZeiten "](#)
- [Business start-up portal](#)
- [Homepage of the IQ centre for the migrant economy](#)

People from the Odenwald district who would like to become self-employed can seek advice from OREG. Counselling is provided in person or via ZOOM and is free of charge.

### Odenwald Regional Gesellschaft mbH (OREG)

🏠 [Marketplace 1, 64711 Erbach](#)

☎ [06062/943380](#)

✉ [info@oreg.de](mailto:info@oreg.de)

🌐 [www.oreg.de](http://www.oreg.de)

## Vocational training (dual and full-time)

It's good to do an apprenticeship. After training, you take an exam. This exam is called a **vocational qualification**. With a professional qualification, you often earn more money and don't become unemployed so quickly.

The Technical University Darmstadt and the PH Ludwigsburg offer young women from abroad an **orientation programme in scientific professions**. Young women from the 8th grade onwards can take part. Further information is available [here](#).

## Company entry qualification

In Germany, you can do an **in-company entry qualification (EQ)** before starting an apprenticeship. An entry-level qualification is a paid internship. The internship is intended to

prepare you for an apprenticeship. The training content is taught in the company and the young people can familiarise themselves with the profession. The internship lasts six to twelve months. Participants receive a wage from the company. This can be financed by the job centre or the employment office. Further information can be found [here](#).

## Dual training

Dual training is a speciality in Germany. You work in a company during the week. At the same time you go to school. This way you learn theory and practice. You spend two thirds of your time working. You spend one third of your time at school. An apprenticeship lasts between 3 and 3.5 years. If you have a high school diploma, you can complete your training more quickly.

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

It depends on which profession you would like to learn. The right places are

## Chamber of Crafts (HWK)

The Chamber of Skilled Crafts (HWK) is responsible for skilled trades professions. These include professions such as baker, bricklayer or painter. You can find the profiles of the training occupations on the information pages of the [Association of German Chambers of Crafts](#).

### Kreishandwerkerschaft für den Odenwaldkreis

🏠 [Alfred-Kehrer-Straße 2, 64711 Erbach](#)

☎ [06062/95950](tel:06062/95950)

✉ [handwerk@kh-odw.de](mailto:handwerk@kh-odw.de)

🌐 [www.kh-odw.de](http://www.kh-odw.de)

### Handwerkskammer Frankfurt - Rhein - Main, Hauptverwaltung Frankfurt

🏠 [Bockenheimer Landstraße 21, 60325 Frankfurt](#)

☎ [069/97172818](tel:069/97172818)

✉ [service@hwk-rhein-main.de](mailto:service@hwk-rhein-main.de)

🌐 [www.hwk-rhein-main.de](http://www.hwk-rhein-main.de)

## Industrie- und Handelskammer (IHK)

The Chamber of Industry and Commerce (IHK) is responsible for professions in industry, trade and services. This includes, for example, plant mechanics or wholesale and foreign trade clerks. The ["Apprenticeships from A to Z" page of the IHK Darmstadt](#) provides information on the areas of activity of the IHK training occupations.

### Industrie- und Handelskammer Darmstadt

🏠 [Rheinstraße 89, 64295 Darmstadt](#)

☎ [06151/8710](tel:06151/8710)

✉ [info@darmstadt.ihk.de](mailto:info@darmstadt.ihk.de)

🌐 [www.darmstadt.ihk.de](http://www.darmstadt.ihk.de)

## Training at a vocational college

There are training programmes in Germany that are completed entirely at one school. The training takes place at a [vocational school](#). Outside the dual training system (without an apprenticeship in a company), vocational schools provide completed vocational training in

theory and practice. It usually lasts two to three and a half years. Lessons take place full-time. In addition to vocational subjects, it also includes general education subjects. The vocational schools differ greatly in terms of their training programmes, admission requirements, duration of training and further education options. Therefore, please contact the school you are interested in.

### **Berufliches Schulzentrum Odenwaldkreis (AöR)**

🏠 [Erbacher Straße 50, 64720 Michelstadt](#)

☎ [06061/9510](tel:06061/9510)

✉ [sekretariat@bso-michelstadt.de](mailto:sekretariat@bso-michelstadt.de)

🌐 [www.bso-mi.de](http://www.bso-mi.de)

## **Nursing school training**

There is a school in Erbach that offers training in nursing. In three years you are trained to become a nursing specialist. The school also offers training to become a nursing assistant.

### **Pflegeschulen des Odenwaldkreises der GZO GmbH**

🏠 [Elsa-Brändström-Str. 11, 64711 Erbach/Odw.](#)

☎ [06062/793700](tel:06062/793700)

✉ [pflegeschulen@gzo-odw.de](mailto:pflegeschulen@gzo-odw.de)

🌐 [www.gzo-odw.de](http://www.gzo-odw.de)

## **Regulated professions**

The practice of some professions in Germany is subject to recognition. These professions are called "**regulated professions**". Regulated professions include some professions in medicine, law, teaching at schools and administrative professions. They also include subjects that are a prerequisite for practising an academic and regulated profession.

Professional qualifications acquired abroad must be recognised, which is regulated by federal and state laws. Most professions in Germany are not regulated.

A list of regulated professions in Germany can be found [here](#).

## **Vocational school**

In Germany, you have to go to school. This is called "compulsory education". Here in Hesse, you have to go to school for a total of 10 years. If you have only been at school for 9 years, you have to go to vocational school for another year. Vocational school prepares you for a profession. However, you can also obtain a school-leaving certificate there.

The vocational school in the Odenwald is called the [Berufliches Schulzentrum \(BSO\)](#). The school is in Michelstadt. You can attend the following courses at the BSO:

## **InteA (= integration and connection)**

Pupils up to the age of 17 with little knowledge of German can attend [intensive classes](#) for 2 years. Here they learn enough German to do an apprenticeship or to work. After InteA, they can also continue at school.

## **PuSch (=practice and school)**

In PuSch, young people are guided to a secondary school leaving certificate. Further information can be found under [PuSch](#),

## **Vocational integration measures**

These measures have the following aims:

- Preparation for training or work
- Preparation for obtaining the secondary general school leaving certificate

Further information can be found under [Vocational integration measures](#)

## **Vocational school**

The theory as part of a dual training programme is taught at a vocational school. The practical part takes place in a company. The BSO teaches the theory for training in the following [professions](#).

## **Vocational school**

This school provides vocational training and courses leading to a vocational qualification. The training programmes last up to 3 years. You can obtain the next higher school-leaving qualification at the school. The BSO has the following vocational schools:

- The vocational [school](#) (2 years) provides vocational training in an occupational field and an intermediate qualification
- The [vocational school](#) (2 years, higher technical school) leads to the advanced technical college entrance qualification and provides an insight into a professional field. In Michelstadt there are: Foreign language, IT or social work
- The [vocational school](#) (3 years) offers school-based training in the professions of wood sculptor, ivory carver, wood turner and carpenter.

## **Vocational school**

The technical schools (1 year or 2 years) are institutions for further vocational training. The schools build on an apprenticeship. The previously acquired qualifications are expanded and deepened. The BSO in Michelstadt specialises in [woodwork](#) and [social pedagogy](#).

## **Technical secondary school (FOS):**

The FOS combines practical training with theoretical education. The Fachoberschule leads to a higher education entrance qualification.

The BSO offers the "B" type of specialised secondary school. Lessons take place full-time. This means that you go to school 5 days a week. The school lasts for one year.

The following specialisations are offered:

- Electrical engineering
- Business and administration
- Health

You can find more information on the [BSO website](#).

## **Vocational grammar school:**

The vocational grammar school leads to a general higher education entrance qualification (Abitur). This entitles you to study at any university or college. Anyone who has been placed in the introductory phase of the upper secondary school can be admitted to the vocational grammar school. Pupils with an intermediate school-leaving certificate can be accepted if they can demonstrate sufficient performance. The following specialisations are currently offered:

- Economics
- Business Studies and Economics
- Vocational computer science
- Mechatronics and
- Health. You can find more information on the individual specialisations on the [BSO website](#).

Contact:

### **Berufliches Schulzentrum Odenwaldkreis**

🏠 [Erbacher Straße 50, 64720 Michelstadt](#)

☎ [06061/9510](#)

✉ [sekretariat@bso-michelstadt.de](mailto:sekretariat@bso-michelstadt.de)

🌐 [www.bso-michelstadt.de](http://www.bso-michelstadt.de)

## **Study**

There are many subjects to study in Germany. There are also various higher education institutions:

- University (scientifically orientated)
- Technical college (practice-orientated)
- Dual college (very practice-orientated)
- Art, film and music college (for artistic subjects)

There are state and private colleges. At private colleges you often have to pay for your studies.

### **You can get further help from:**

[Hochschulkompass](#) (study programmes and universities in Germany)

[Study in Germany](#) (information for refugees)

[Employment Agency](#) (information for studying)

[German Academic Exchange Service](#)

## **Prerequisites**

Would you like to study in Germany? Then you need a permit. This permit is called a university entrance qualification. This is often the Abitur. It can also be the Fachhochschul-Reife. Have you completed your Abitur in your home country? You may be able to use it to study in Germany. You must have this checked.

You can find important information under:

[Anabin](#)

[German Academic Exchange Service DAAD](#)

You must speak German well (level C1) in order to study. You must provide proof of this. This can be with the "German as a foreign language". Or the German language test for university entrance. You can also take telc Deutsch C1 Hochschule.

There is also the possibility of funding from the Bildungsberatung Garantiefonds Hochschule. Some universities have preparatory courses. You can also learn German there.

Find out more at the university where you would like to study. Most universities offer counselling services. There are deadlines for applying to a university. Please observe these deadlines. Universities do not accept late applications.

### **Financing**

Many people go to work to finance their studies. However, you are not allowed to work more than 20 hours during the lecture period (semester). You can try to get benefits from the state.

BAföG = Federal Training Assistance Act

With BAföG, students receive money every month for a certain period of time. How much you get depends on your personal circumstances. Not every student receives BAföG. If you receive asylum seeker benefits, you will not receive BAföG. Only full-time study is subsidised.

### Scholarship

Scholarships are financial benefits for studying. You must apply for a scholarship. The scholarship can run for the entire duration of your studies. Sometimes the following things are taken into account for a scholarship:

- social commitment
- political orientation
- degree programme
- grades and
- personal circumstances.

Some organisations also work together with certain universities. The "[Deutschlandstipendium](#)" [www.deutschlandstipendium.de](http://www.deutschlandstipendium.de) is available in plain language, English and German.

### **No university entrance qualification**

You can study in your home country with your school-leaving certificate? But not in Germany? You can catch up on your university entrance qualification at a preparatory college.

Studienkollegs are specially designed for foreign applicants. They prepare you for studying in Germany.

## Study at a university

### General information

There are many degree programmes in Germany. There are also many types of universities. A distinction is made between

- University (academically orientated)
- (technical) college (practice-orientated)
- Dual university (very practice-orientated)
- College of art, film and music (for artistic subjects)

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

### You can find more information at

🌐 [Hochschulkompass](#) ( Study programmes and universities in Germany)

🌐 [Study in Germany](#) (information for refugees)

🌐 [Employment Agency](#) (study orientation)

### Prerequisites

If you would like to study in Germany, you need authorisation. This is possible with a German Abitur. If you have a foreign qualification, it must first be checked whether you are authorised to study in Germany.

Further information on recognition can be found on the [Anabin](#) website in the information portal "Recognition in Germany" and [here](#).

You must also prove that you speak German well (Level: C 1). Some universities offer preparatory courses where you can also learn German.

Enquire directly at the university where you would like to study. Most universities have counsellors who can help you. Please note that there are also deadlines. If you miss the deadline, you will no longer be able to enrol for your degree programme.

### No university entrance qualification

In preparatory colleges, foreign applicants are specifically prepared for studying at a university. If you are able to study in your home country with your school-leaving certificate but not in Germany, you may be able to gain admission to university through a preparatory college.

At [Anabin](#) you will find information on how your qualification from your home country is assessed. This assessment will determine whether you first have to complete a one-year course at a preparatory college or whether you can apply directly to a university. You can find a list of all preparatory colleges [here](#).

## Funding and scholarship

### Financing your studies

As a student, you can receive benefits via Bundesausbildungsförderungsgesetz (BAföG). These payments are made on a monthly basis. Sometimes the benefits are paid for the entire degree programme. You can receive a maximum of EUR 934.00 per month in BAföG. The amount of the benefit depends on the income of the parents and the student. The student's living conditions are also important. Half of the benefit must be paid back after graduation. The BAföG regulations change frequently. You can find more information via these links:

🌐 [Website BAföG for refugees and migrants](#)

### Scholarship

As an alternative to BAföG, you can apply for a scholarship. Compared to BAföG, a scholarship often does not have to be paid back. Good grades are required for a scholarship. You are also often required to do voluntary work. The amount of the scholarship is similar to the BAföG rate. Sometimes a grant of up to €300 is paid for other expenses.

The organisations that award scholarships are often called "Begabtenförderungswerke". The following organisations offer scholarships for refugees:

🌐 [Friedrich-Ebert-Stiftung \(FES\) - Scholarships for Refugees](#)

🌐 [Böckler-Aktion Bildung of the Hans Böckler Foundation](#)

🌐 [Konrad-Adenauer-Stiftung \(KAS\) - Scholarships for Refugees](#)

🌐 [Villigst - Our scholarship for refugees](#)

🌐 [Bread for the World](#)

One exception is the "Otto Benecke Stiftung" fund. The programme is for young migrants who wish to complete their university entrance qualification in Germany. It is also for young immigrants who want to prepare for university. The programme is intended to be followed by an academic career. There is also the Germany Scholarship. It supports young immigrants with €300 per month. The Germany scholarships are awarded by the universities.

🌐 [University Guarantee Fund of the Otto Benecke Foundation in Bonn](#)

🌐 [Germany Scholarship: Become a scholarship holder](#)

Further information can be found in the [database](#) of the Federal Ministry of Education and Research (BMBF).

### Kiron Higher Education

Refugees and asylum seekers often have problems starting a degree programme. **Kiron Higher Education** offers the opportunity to study at no cost. The first two years of the degree programme are completed with online courses.



All courses are held in English. However, it is also possible to add subtitles in any language. The third year of the programme takes place on site at one of Kiron's partner universities. It is also possible to learn German during your studies. Kiron offers various support and counselling services.

 [Website Kiron](#)

## Recognition of Certificates


### Recognition of foreign educational qualifications

**Certificates** are important in Germany: you need certificates at school, at university or at work. Certificates are proof of what you have learnt and done. You need certificates when you start work. You also need certificates at school or to study. If you have received certificates abroad, these must be recognised in Germany. It will be checked what you are qualified to do in Germany based on the certificates from your home country. If you do not have any certificates from your home country, you can have your professional experience and skills recognised by means of tests.

### Specialist advice centre for recognition

#### INBAS GmbH

Appointments can only be made by telephone or e-mail. The appointments take place at the Employment Agency in Erbach.

 [Neckarstraße 19, 64711 Erbach](#)

 [01516/65497414](tel:01516/65497414)

 [nerkennungsberatung-erbach@involas.com](mailto:nerkennungsberatung-erbach@involas.com)

 [www.hessen.netzwerk-iq.de/](http://www.hessen.netzwerk-iq.de/)

The "[Anabin](#)" website provides information on the assessment of foreign qualifications. The site helps authorities, employers and private individuals to categorise foreign qualifications in the German education system. Further information can be found under "[Recognition in Germany](#)" and under "[IQ Network Hessen](#)".

If you want to study or work as a scientist, contact the university to have your certificates recognised.

### PQZ Hessen - Pflegequalifizierungszentrum Hessen Internationale Pflegekräfte für Hessen

Have you completed training abroad in the field of nursing/healthcare? Would you like to work in your profession in Hessen?

We will be happy to advise you if you need help with recognition, language courses, knowledge tests, preparatory courses or adaptation programmes.

We will support you throughout the entire process, from recognition to successful integration with your new employer. We will discuss your wishes and clarify any other questions you may have.

We are happy to advise you - in person, by telephone or in a video conference. Our service is free of charge.

🏠 [Zu den Sandbeeten 5, 35043 Marburg](#)

☎ [06421 9854-84](#)

✉ [PQZ-Hessen@integral-online.de](mailto:PQZ-Hessen@integral-online.de)

Opening hours

Monday - Thursday

08:00 - 16:00

Friday - Friday

08:00 am - 12:00 pm

Further information about the PQZ Hessen and our team of counsellors can be found at:

[www.PQZ-Hessen.de](http://www.PQZ-Hessen.de)

A service provided by INTEGRAL gGmbH in cooperation with the DRK Schwesternschaft Marburg e.V. on behalf of the Hessian Ministry for Family Affairs, Senior Citizens, Sport, Health and Care.

### WELCOMECENTER Hessen

The [WELCOMECENTER HESSEN](#) is the central advice centre for international skilled workers and companies in Hesse. Here you can get help with questions about

1. working and living in Hessen
2. recognition of professional qualifications
3. studying in Germany/training
4. learning German
5. childcare and school

You can reach the Welcome Centre at

☎ [+49 \(0\) 69 97172 122](tel:+49(0)6997172122) or ☎ [0800 6665788](tel:08006665788)

Calls from abroad are subject to a charge.

✉ [info@welcomecenterhessen.com](mailto:info@welcomecenterhessen.com)

Opening hours:

Monday to Wednesday: 8 a.m. to 12 p.m.

Thursday: 9 am to 12 noon and 1 pm to 6 pm

Friday: 9 a.m. to 12 p.m.

### Official certification of certificates

An **official certification** is a confirmation from an office that a document is genuine. You need the certification if you want to study, for example. Often all copies of certificates must be notarised.

Certificates are notarised by the [municipality](#) in which you live.

Official documents such as certificates and deeds (marriage and birth) may only be prepared by certified **translators** in Germany. The translation of documents is often expensive.

Check whether you need a certified translation of certificates.

You can find an [official translator database](#) here.

You can use the following links for translations:

[www.translate.google.de](http://www.translate.google.de)

[www.reverso.net](http://www.reverso.net)

## Catching up on qualifications

If school certificates are not recognised in your home country and you would like to catch up on your school-leaving qualifications, the employment agency can help you.

### Bundesagentur für Arbeit

☎ [0800/4555530](tel:08004555530)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)

At Odenwaldkreis you can take a course to **catch up on your secondary school leaving certificate**. The course comprises approx. 500 hours and takes place 3 evenings a week. The course ends with an exam. The course can be financed by the employment office or the job centre. Ask there for an education voucher. You must register in person at the [Odenwaldkreis Adult Education Centre](#). Please bring the following documents with you to enrol:

- Curriculum vitae
- photo
- identity card

If your vocational qualification is not recognised but you are interested in training, the "Wirtschaft integriert" programme may be of interest to you. "Wirtschaft integriert" is offered at Bildungswerk der Hessischen Wirtschaft e. V. in Michelstadt.

The "Wirtschaft integriert" programme offers the following modules:

- Vocational orientation
- German lessons
- Values in everyday life and work

The aim of the programme is to start an internship or apprenticeship.

### Bildungswerk der Hessischen Wirtschaft e. V.

🏠 [Frankfurter Str. 37, 64720 Michelstadt](#)

☎ [06061/943820](tel:06061943820)

✉ [michelstadt@bwhw.de](mailto:michelstadt@bwhw.de)

🌐 [www.bwhw.de](http://www.bwhw.de)

## Transition from school to work

When pupils finish school, many start an apprenticeship. The transition from school to a company is difficult. There are often problems at work, with colleagues or at school. The day at work often lasts longer than the school day. You have to make a big adjustment when you switch from school to an apprenticeship.

To make the transition easier for young people, many people are working together in the Odenwald. This joint work is a project. The project is called "**OloV**". "OloV" is an abbreviation. This abbreviation stands for "**Optimisation of local placement**work in the transition from school to work". The project is funded by the state of Hesse. Information about the project in Hesse can be found [here](#).

Responsible for the project in the Odenwald is

Anja Mühlhäuser  
Kreisausschuss Odenwaldkreis  
Michelstädter Straße 12  
64711 Erbach

☎ 06062 70-1736

✉ [a.muehlhaeuser@odenwaldkreis.de](mailto:a.muehlhaeuser@odenwaldkreis.de)

Mrs Mühlhäuser can answer general questions. For specific questions, please contact:

### **AWO Integra Bildung gGmbH**

#### **Gemeinnützige Gesellschaft für berufliche Bildung**

🏠 [Stockheimer Ring 13, 64720 Michelstadt](#)

☎ [06061/94150](tel:0606194150)

✉ [bildung@integra-home.de](mailto:bildung@integra-home.de)

🌐 <https://www.awo-hs.org/awo-sozial/bildung-beratung>

Help with: Training, internship

🏠 [Neckarstraße 19, 64711 Erbach](#)

☎ [08004555500](tel:08004555500)

✉ [Erbach@arbeitsagentur.de](mailto:Erbach@arbeitsagentur.de)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)

Help with: Training, counselling, tutoring, internships

### **Berufliches Schulzentrum Odenwaldkreis**

🏠 [Erbacher Straße 50, 64720 Michelstadt](#)

☎ [06061/9510](tel:060619510)

✉ [sekretariat@bso-michelstadt.de](mailto:sekretariat@bso-michelstadt.de)

🌐 [www.bso-michelstadt.de](http://www.bso-michelstadt.de)

Responsible for:

- Vocational school
- Courses
- School-leaving certificate
- Training at the school

### **Bildungswerk der Hessischen Wirtschaft e. V.**

🏠 [Frankfurter Str. 37, 64720 Michelstadt](#)

☎ [06061/943814](tel:06061943814)

✉ [michelstadt@bwhw.de](mailto:michelstadt@bwhw.de)

🌐 [www.bwhw.de](http://www.bwhw.de)

Responsible for:

- Tutoring
- Training in institutions
- counselling

### **DGB Kreisverband Odenwaldkreis**

🏠 [Montmelianer Platz 4, 64739 Höchst im Odenwald](#)

☎ [06163/3130](tel:061633130)

✉ [harald-staier@t-online.de](mailto:harald-staier@t-online.de)

🌐 [www.suedhessen.dgb.de](http://www.suedhessen.dgb.de)

The DGB can help you with

- Rights and obligations at work
- Training / work
- Problems during training
- Legal problems
- Referral to partners (counselling, help, office)
- Mediation of lawyers

### **F+U Rhein-Main-Neckar gGmbH**

🏠 [Frankfurter Str.37, 64720 Michelstadt](#)

☎ [06061/94370](tel:0606194370)

✉ [Arbeitsmarkt.mi@fuu.de](mailto:Arbeitsmarkt.mi@fuu.de)

🌐 [www.fuu.de](http://www.fuu.de)

Responsible for:

- Language courses
- Preparation for exams
- Help with job applications

### **Jugendwerkstätten Odenwald (JWO) e. V.**

🏠 [Schloßplatz 6, 64732 Bad König](#)

☎ [06063/8267105](tel:060638267105)

✉ <mailto:jmd@jwo-ev.de>

🌐 [www.jwo-ev.de](http://www.jwo-ev.de)

The JWO helps:

- Young people under the age of 27
- Young people who have problems at school
- Young people who have problems with their education

### **Kommunales Jobcenter Odenwaldkreis**

- **Team U25 / Maßnahmenmanagement** -

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/700](tel:06062700)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 <http://www.odewaldkreis.de>

If you or your family receive citizen's allowance, the Job Centre will help you.

The U 25 team helps young people between the ages of 15 and 24 to find work. The U 25 team is responsible for

- Placement in training, work or internships
- Placement in measures

### **Odenwald Regional Gesellschaft mbH (OREG)**

🏠 [Market place 1, 64711 Erbach](#)

☎ [06062/943365](tel:06062943365)

✉ [info@oreg.de](mailto:info@oreg.de)

🌐 [www.oreg.de](http://www.oreg.de)

OREG organises fairs for school pupils every year. You can find out about careers there.

### **Lifelong learning - Hessencampus Odenwald (HCO)**

The Hessencampus (HCO) helps with questions relating to education. It provides advice to **anyone** who needs help.

### **HESSENCAMPUS Odenwaldkreis**

If you would like to visit us, please make an appointment in advance:

🏠 [Martin-Luther-Str. 45, 64711 Erbach](#)

☎ [06062 701647](tel:06062701647)

✉ [info@hessencampus-odenwaldkreis.de](mailto:info@hessencampus-odenwaldkreis.de)

🌐 [www.hessencampus-odenwaldkreis.de](http://www.hessencampus-odenwaldkreis.de)

Post:

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

The adult education centre (VHS) in the Odenwald offers many courses in the field of "education". The VHS also offers school-leaving qualifications and other programmes. In addition to courses at the VHS, many courses can also be taken online.

### **Volkshochschule Odenwaldkreis**

Visitors:

🏠 [Martin-Luther-Str. 45, 64711 Erbach](#)

☎ [06062/701731](tel:06062701731)

✉ [vhs@odenwaldkreis.de](mailto:vhs@odenwaldkreis.de)

🌐 [www.vhs-odenwald.de](http://www.vhs-odenwald.de)

### **Odenwald Akademie**

The Odenwald Academy is a co-operation between the TU Darmstadt and the Odenwald district.

The aim of the academy is to bring scientific knowledge to the Odenwald. The information is to be explained in an understandable way and for everyone at events.

The programme and dates can be found [here](#).

## Odenwald Akademie

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/70385](tel:0606270385)

✉ [r.jarillo@odenwaldkreis.de](mailto:r.jarillo@odenwaldkreis.de)

🌐 [www.odenwald-akademie.de](http://www.odenwald-akademie.de)

## Important offices

### Job centre

Are you out of work? Do you need money to live? The job centre pays financial benefits. The job centre also arranges work and further training. This depends on your needs. The job centre also enables you to take part in language courses. It can arrange career counselling for you. Or it can help you with the recognition of your certificates. Would you like to work? Then you can find information here: [Access to the labour market](#).

👤 If you are currently in the asylum procedure or the asylum procedure has been legally rejected, then the [Employment Agency](#) is responsible for questions regarding employment promotion.

### 👤 Steps after recognition by the BAMF

If the BAMF informs you that you have been recognised as eligible for asylum, you must

#### 1. apply for subsistence benefits

- Submit an application for benefits under **SGB II ("Bürgergeld" )** via your **city or municipal administration** if you do not have sufficient income. Enclose the following documents with the application: Tenancy agreement, identity card and documents about your income and expenditure. Send the application to the municipal job centre or hand in the completed application to the Odenwaldkreis. Benefits are only granted once the application has been submitted.
- You will then be registered as a customer at the job centre
- Your educational and professional background will be recorded
- You will be given an appointment with the benefits department. You will also be given an appointment with the job centre. These invitations are always sent in writing by post.
- You are registered as a jobseeker

#### 2. benefits department

Counselling can only take place by appointment. You will receive a written invitation from the Job Centre.

#### 3. job centre

- **Important:** Counselling is by appointment only.
- You must bring with you the obligation to attend an integration course or confirmation of participation in an integration course

- Please bring documents relating to school, training, work references, recognition of qualifications obtained abroad, etc.
- Please tell us about any special skills you have (trade, language)
- Please consider in advance which area of work you are interested in

### **Kreisausschuss Odenwaldkreis - Kommunales Jobcenter**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/701100](tel:06062701100)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

Information on the Citizen's Income in other languages can be found [here](#).

### **Employment agency**

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

Your asylum procedure is still ongoing? Or are you tolerated? Then the Employment Agency is your contact point. They will help you with questions about the transition between school and work (career guidance). They will place you in work. And they advise you on further vocational training.

👤 Are you recognised? Then the [Job Centre](#) is your contact for counselling and placement in the labour market.

### **Employment Agency**

🏠 [Neckarstraße 19, 64711 Erbach](#)

☎ [0800/4555500](tel:08004555500)

✉ [erbach@arbeitsagentur.de](mailto:erbach@arbeitsagentur.de)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)

### **Social welfare office**

The Social Welfare Office is responsible for the following benefits:

- Basic security in old age and in the event of reduced earning capacity
- Care assistance
- Assistance with living expenses
- Integration assistance
- Help to overcome particular difficulties
- Assistance with health
- Assistance in other life situations

The Social Welfare Office will advise and support you in all matters relating to these topics.

The social welfare office will ask you about your financial circumstances. You will therefore have to show whether you have any valuables such as jewellery or money. You will sign some documents and declarations. Please bring all documents with you. You must provide evidence of your income and expenditure.



You will also receive benefits for your living expenses. Please note that this money must last until your next appointment with the social welfare office (approx. 1 month). You will not receive any money until your next appointment with the Social Welfare Office.

The Social Welfare Office will help you with

- Baby equipment
- School supplies for your child
- sickness certificates
- Authorisation for operations and other medical measures
- Education and participation package (BUT)
- Applications for redistribution
- Compulsory residence - exemption

### **Kreisausschuss Odenwaldkreis** **Hauptabteilung II - Arbeit und Soziale Sicherung**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

✉️ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

### **Registry office**

The registry office has several tasks. Have you had a child? Then you must register the birth with the registry office. The registry office will then notarise the birth. Would you like to get married? Then the registry office will register your marriage.

The tasks at a glance:

- Notarising births and deaths
- Conclude marriages and partnerships
- Receiving resignations from the church
- Changing names
- Issuing certificates

You will find the relevant registry office in the [municipality](#) where you live.

### **Immigration office**

Would you like to live in Germany as a foreign national? Then you will need a [permit](#). This can be a visa. Or a residence permit. As an EU citizen, you will receive a Blue Card. You may also have a settlement permit or a permanent residence permit. Go to the immigration office. There you can apply for your residence permit.

### **The Foreigners' Registration Office will also help you:**

- Extend proof of arrival

- Issue a residence permit
- Apply for a work permit
- Residence permits and special permits for travelling

## **✿After approval of the BAMF**

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

#### **(1) Application**

- You can submit the application online. To do this, use the "Online application". You can also fill out the "Application for a residence permit" form. You send this by post to the Foreigners' Registration Office. You can download the form online. Or you can obtain it from the Foreigners' Registration Office. Please bring an interpreter with you when applying.

#### **(2) Appointment**

- Once the application has been received and processed, you will be given an appointment. You may need to bring documents with you to this appointment.
- Have a fictitious certificate issued as a provisional replacement document (the [Job Centre](#) needs this)
- You can also arrange an online appointment with the Foreigners' Registration Office. You can find the contacts [here](#).

#### **(3) Collection**

- You will receive the information for collection by post

### **Kreisausschuss Odenwaldkreis / Ausländerbehörde**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/700](#)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

## **Asylum and refugees**

### **Residence status**

Every person in Germany has an identity card. This identity card helps to identify people. As an asylum seeker, you also need an identity card. It allows the authorities to recognise your status. Your status determines whether you are allowed to work or not.

### **There are 5 different documents:**

#### **1. Ankunftsachweis**

Status: Asylum seeker

Background: You have told the authorities that you need asylum. The authorities have

registered you in the system. However, you have not yet applied for asylum. This document is valid until you apply. You submit the application to the Federal Office for Migration and Refugees (BAMF).



## 2. Aufenthaltsgestattung

Status: Asylum seeker

Background: You have applied for asylum. A group of people will decide on your application. This often takes a long time. This pass is valid until the decision is made. The Federal Office for Migration and Refugees (BAMF) decides on the asylum application. Has your application been rejected as unfounded? Then you can appeal against it. You do this at the administrative court. You are allowed to stay in Germany until the Administrative Court has made a decision.

This identity card tells you whether you are allowed to work. The identity card says where you can live.

- If you need a work permit, you can apply for one at the [Foreigners' Registration Office](#).
- Responsible for placement in employment: [Agentur für Arbeit \(Employment Agency\)](#)
- Responsible for social benefits: [Social Welfare Office](#)



## 3. Fiktionsbescheinigung

Status: Recognised refugees

Background: You have submitted an application to the Foreigners' Registration Office. This application is to extend their right to stay. The authority often issues a certificate. This certificate allows you to stay. This is important because your application has not yet been processed.



## 4. Aufenthaltserlaubnis

Status: Recognised refugee

Background: Your application for asylum has been accepted

The residence permit is a temporary residence title. It is issued for a specific purpose.

- Later you can get an unlimited right of residence (settlement permit).
- You have unrestricted access to the labour market.
- Responsibility for job placement and social benefits: [jobcenter](#)



## 5. Duldung

Status: tolerated person

Background: Your application for asylum was rejected

With a Duldung you will not be returned to your home country. The toleration is granted for a certain period of time. Sometimes deportation is impossible for legal, factual, humanitarian or personal reasons.

- There is a general rule. This means that for certain groups a toleration of a maximum of 3 months is possible. You cannot be returned to your home country for this time.
- Work permit is generally necessary, application at the [foreigners authority](#) (employer or employee).
- Responsible for job placement: [Agentur für Arbeit \(Employment Agency\)](#)
- Responsible for social benefits: [Social welfare office](#)



## Application for asylum

If you are registered in Germany and live in a **shared accommodation centre**, these are the next steps for you:

### 1. personal asylum application

- You apply for asylum at the **BundesAmt für Migration und Flüchtlinge (BAMF)**
- Asylum procedure counselling can provide you with important information for the asylum procedure. The refugee and integration counselling service is responsible for this
- **Important:** You can only submit your application in person. You cannot send this application by post
- You will receive the appointment and the responsible BAMF office with your proof of arrival. If you have not received an appointment, ask your accommodation manager

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

You must report to the [immigration office](#) after your first appointment

### 3. personal interview

The second interview appointment is the actual interview. The BAMF will then decide on your asylum application and send you a decision. The decision will be explained in detail:

#### a) The decision is negative

- If the decision is negative for you and you wish to contest it (i.e. you do not agree with it), go to your [asylum counselling](#) centre immediately. They will discuss with you what you can do and refer you to specialised lawyers. They will clarify whether you can lodge an appeal against the decision.
- If you decide to leave voluntarily, you can receive financial support for your new start in your country of origin

#### b) The decision is positive, i.e. you are recognised as entitled to protection. The next steps are

**Fiktionsbescheinigung or elektronischer Aufenthaltstitel (eAT):** Immediately after the positive BAMF decision has been delivered, you must obtain an identity document or its

equivalent. You can obtain this from the [Residents' Registration Office \(Foreigners' Registration Office\)](#)

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

## **Family asylum and international protection for family members**

You have been granted asylum in Germany. A member of your family also needs asylum. You can submit an application. The member of your family will be granted the status of a person entitled to protection.

For the purposes of family asylum, members of families include

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

Parents must have custody of their children. They must therefore be able to look after their children.

Do you want to bring your husband or wife to Germany? You must already be married in your country of origin. Then your husband or wife can also be granted asylum. The marriage must be recognised by Germany. The application for asylum must be submitted before or at the same time as your application. You must be entitled to protection.

Born in Germany:

You have already applied for asylum? Have you subsequently had a child in Germany? A separate asylum application can be made for your child. You or your partner must still be in the asylum procedure. Please inform the Federal Office for Migration and Refugees about the birth. The foreigners authority can also inform the Federal Office. The asylum application is then automatically deemed to have been submitted. The parents can submit their own reasons for asylum for their child. If they do not do this, the same reasons apply as for the parents. Here too, an appeal is possible in the event of a negative decision by the Federal Office.

Likewise, and for the protection of the child, underage children will not and must not be returned separately from their parents in the event of a negative decision.

Further information can be found directly at the [BAMF](#).

## **Asylum social counselling**

The asylum counselling service advises people who have applied for asylum. You can also receive counselling if you are a new immigrant with permanent residence status.

Counselling is available for this purpose:

- Asylum procedure
- Information on German law
- Questions about authorities
- Offers in the Odenwald district
- Help with problems in everyday life

- Help with integration (e.g. language courses)
- Reunification of the family
- Counselling in other offices
- Voluntary return / onward migration
- Contact person for volunteers

👤 Do you have a secure right of residence? Then the migration counselling service for adults can help you. It advises adults aged 27 and over. Families can also seek help there.

### **Diakonisches Werk Odenwald**

🏠 [Bahnhofstraße 38, 64720 Michelstadt](#)

☎ [06061/96500](tel:0606196500)

✉ [mail@dw-odw.de](mailto:mail@dw-odw.de)

🌐 [www.diakonie-odenwald.de](http://www.diakonie-odenwald.de)

👤 Are you younger than 27? Then the Youth Migration Service is the right contact:

### **Jugendwerkstätten Odenwald e.V.**

🏠 [Schloßplatz 6, 64732 Bad König](#)

☎ [06063/8267100](tel:060638267100)

✉ [verwaltung@jwo-ev.de](mailto:verwaltung@jwo-ev.de)

🌐 [www.jwo-ev.de](http://www.jwo-ev.de)

## **Children/family/partnerships**

### **Information**

Children, young people and families are under special protection in Germany. This protection of children begins during pregnancy and lasts until the child is 18 years old (of age).

The foundations for good development are laid in the family. The Basic Law guarantees parents the primary right, but also the duty, to care for the well-being of their children and to support them in their development (Art. 6 Basic Law). A [wide range of counselling and support services](#) are available to help them achieve this, even in difficult situations.

However, if parents are not or not sufficiently able to look after the welfare of their children, the state's duty of protection, carried out by the youth welfare offices, comes into play. In Germany, for example, child rearing must not involve the use of violence. Every child must go to school. Authorities ensure that a child is not harmed - no matter by whom.

### **Kreisausschuss Odenwaldkreis - Jugendamt**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/70438](tel:0606270438)

✉ [info.jugendamt@odenwaldkreis.de](mailto:info.jugendamt@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

### **Pregnancy and birth**

#### **Pregnancy and birth**

Pregnant women in Germany enjoy special protection. They are allowed to seek counselling. You will be cared for by a doctor. And the state will support you with new purchases for the child. If you are pregnant, you must first go to a gynaecologist (gynaecologist). Have the check-ups carried out there. You will then receive a maternity pass. The maternity pass is a document containing important information about your pregnancy. It also contains information about your health. And that of your child. Always take your maternity record with you in case of emergencies.

### **Midwife**

Midwives support women and their families from the beginning of pregnancy to the end of breastfeeding. Midwives provide counselling during pregnancy. They can help with the birth. After the birth, they introduce breastfeeding. They also take care of the woman's physical and psychological recovery. Every woman can call on the help of a midwife. Most services are covered by health insurance.

### **Delivery and aftercare**

Your gynaecologist will refer you to a maternity clinic. In the Odenwald, the maternity clinic is in Erbach.

Gesundheitszentrum Odenwaldkreis GmbH  
District hospital, maternity ward  
📍 Albert-Schweitzer-Str. 10-20, 64711 Erbach  
☎ 06062/796000  
✉ [@frauenklinik@gz-odw.de](mailto:@frauenklinik@gz-odw.de)  
🌐 [www.gz-odw.de](http://www.gz-odw.de)

### **Notification to the registry office**

Newborn children must be registered at the registry office. Do you live in accommodation? Then the birth must be reported to the management. The maternity clinic will register the birth with the registry office. There you will receive the (provisional) birth certificate for your child. Bring your identity card with you. You will also need the birth certificate from the clinic. Are you married? Bring your marriage certificate with you.

Please only bring original documents. If your documents are in a foreign language, an officially certified German translation is required.

### **Paediatricians**

There are ten early detection examinations (U1-U9 and J1). The child is therefore examined regularly up to the age of 6. The paediatrician monitors your child's development. The U1 (examination after birth) and U2 examinations usually take place in the clinic. For further examinations, you must make an appointment with your paediatrician.

You can find a list of paediatricians [here](#).

💡 When [registering for a daycare centre](#), you will often be asked for proof of complete early detection examinations.

## **Childcare**



## Kita

Kita is a term for children's day care centre. Before your child starts school and until they are 12 years old, you can have your child looked after in a day care centre. There, your child will be looked after by trained educators and learn many important things. Some centres also accept children under the age of one.

💡 Your child will learn German easily and playfully at the daycare centre. They will also socialise with other children, make new friends and become familiar with German culture. Take advantage of this opportunity, it is important for your child's future. Attending a daycare centre from the age of 3 at the latest is common practice in Germany and an integral part of a child's educational career. It is the best preparation for your child to start school.

💡 To find a suitable place, enquire at your [town or municipal administration](#) or at the [youth welfare office in Erbach](#). Once you have found a suitable centre, do not hesitate to make an appointment there. The staff will be happy to show you the premises and explain the childcare programme.

Crèche, kindergarten and after-school care are different types of daycare centres for different age groups:

## Crèche

A crèche is a facility for children aged 1 to 3 years. In the crèche, children are supported in their development by specially trained staff in small groups. Attention and care from the carers are particularly important at this age.

## Child day care

In addition to the daycare centres at Odenwaldkreis, there is also so-called "child daycare". This means that education, upbringing and care are offered in a family-like environment. Day carers thus offer a childcare service close to the family. Before childminders are allowed to take in children, they require appropriate training and a licence. As a rule, day carers look after up to 5 children. In the Odenwald district, the [AWO in Michelstadt](#) is responsible for finding child minders.

## Kindergarten

The kindergarten is a facility for children from the age of 3 until they start school. In the kindergarten, the children can play, paint, do handicrafts and learn with other children. In the last year of kindergarten, the children also have regular pre-school lessons to prepare them for starting school. There are private and public kindergartens. Whether attending kindergarten costs you anything depends on the kindergarten and where you live.

The fees for the day care centre or day care are covered by Kreisausschuss des Odenwaldkreises if required. You can apply for this at the youth welfare office.

### **Kreisausschuss des Odenwaldkreises (Landratsamt)**

#### **Jugendamt**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/70380](#)

✉ [info.jugendamt@odenwaldkreis.de](mailto:info.jugendamt@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

With the "**Sprach-Kitas: Weil Sprache der Schlüssel zur Welt ist**" (**Language daycare centres: Because language is the key to the world**) programme, the Federal Ministry for Family Affairs promotes language education integrated into everyday life as an integral part of child daycare. The following daycare centres in the Odenwald district take part in this programme:

Evangelischer Kindergarten Regenbogen, Erbach

Campus daycare centre, Michelstadt

Bienenschwarm daycare centre, Michelstadt

Steinmetzstraße daycare centre, Höchst i. Odw.

Hetschbach daycare centre, Höchst i. Odw.

Daycare centre "Am See", Höchst i. Odw.

Protestant daycare centre "Die kleinen Strolche", Lützelbach

### **(Primary) school children up to 12 years of age**

There are also after-school care options for school children aged 6 to 12. There are many different childcare models, such as after-school care, lunchtime care or all-day schools. In all models, children are supported in completing their homework. In addition, leisure activities are not neglected. You can find out which childcare model is available for school children in your town from your [primary school](#) or from the youth welfare office.

## **School for children aged 6 to 18**

### **Information**

Going to school is compulsory in Germany. The compulsory school attendance period is twelve years. The child must attend school full-time for nine years. Afterwards, they can also attend school part-time for three years. Would your child like to attend school full-time the whole time? Then they can do so for 12 years.

Your child is not doing any vocational training after 9 years? And he or she is not attending another school? Then your child must attend a full-time school for another year. Compulsory schooling ends at the age of 18. Unless there is a training contract.

Your child must attend school regularly. It is your responsibility to ensure this. School attendance at state and municipal schools is free of charge.

There are different types of schools in Germany. Which school your child goes to depends, among other things, on how old they are, but also on their school performance.

Parents often receive written information from the school that their children bring home with them. It is important that you read this information.

At Staatlichen Schulamt for the Odenwald ist has set up a **reception and advice centre (ABZ) for newly immigrated and refugee children and young people** with little or no knowledge of German. A suitable school place with the right support programme will be found for your child there.

Advice is also provided on the school system, the educational pathways with intensive language support, the various educational programmes with their transitions and qualifications as well as the foreign language sequence. You can also obtain information about the profiles of the individual [schools in the Odenwald district](#).

### **Staatliches Schulamt für den Landkreis Bergstraße und den Odenwaldkreis Aufnahme- und Beratungszentrum**

🏠 [Weiherhausstr. 8c, 64646 Heppenheim](#)

☎ [06252/9964321](tel:06252/9964321)

✉ [ABZ.SSA.Heppenheim@kultus.hessen.de](mailto:ABZ.SSA.Heppenheim@kultus.hessen.de)

🌐 [www.schulaemter.hessen.de](http://www.schulaemter.hessen.de)

You can register online for school attendance for pupils up to the age of 17 [here](#).

Adults can register at the above-mentioned e-mail address of the school authority.

### **Intensive classes at vocational schools (InteA)**

Vocational schools offer so-called [InteA classes](#) for all lateral entrants from the age of 16 to the age of 18. These are intensive classes that teach basic German language skills in combination with specialised vocational language acquisition, last up to two years and enable flexible transitions to other school education programmes or open up access to the world of training and work. Registration also takes place via the Admissions and Advice Centre of the State Education Authority for the Bergstrasse and Odenwald districts.

### **Notation system**

There are two different grading systems in Germany. One consists of grades from one (1 = very good) to six (6 = unsatisfactory). This system is the most commonly used. It is used at school from the first to the tenth grade, as well as at vocational schools and universities or colleges.

Grade 1 - very good

Grade 2 - good

Grade 3 - satisfactory

Grade 4 - sufficient

Grade 5 - poor

Grade 6 - unsatisfactory

The second grading system ranges from 0-15 points and is mostly used at grammar schools, specialised upper secondary schools or vocational upper secondary schools.

15 points: 1+ (better than very good)

14 points: 1 (very good)

13 points: 1-

12 points: 2+

11 points: 2 (Good)

10 points: 2-

09 points: 3+

08 points: 3 (Satisfactory)

07 points: 3-

06 points: 4+

05 points: 4 (Satisfactory)

04 points: 4-  
03 Points: 5+  
02 Points: 5 (Unsatisfactory)  
01 Points: 5-  
00 Points: 6 (Unsatisfactory)

## School system

There are different types of schools in Germany. Information on the school system in Hessen can be found at [Hessisches Kultusministerium](#). Which school your child goes to depends on how old they are and their school performance. You can find an overview of the various schools in the Odenwaldkreis district on [the Odenwaldkreis homepage](#).

### Primary school

Primary school is a comprehensive school that lasts 4 years in Hesse. All children attend primary school together. After primary school, children move on to a secondary school. There are three different secondary schools. These schools lead to different qualifications:

### Hauptschule

The Hauptschule, also known as the Mittelschule, is intended for pupils who want to do an apprenticeship after leaving school. This school prepares students for working life. In addition to theoretical knowledge, practical knowledge and skills are promoted. The secondary modern school lasts 5 years. After passing the final examination, students are awarded the qualifying secondary general school certificate. This qualification is also known as the "Quali".

### Realschule

Another type of secondary school is the Realschule. Here, pupils can learn a second foreign language. More independent learning is expected than in the Hauptschule. You receive an extended general education there. Compared to grammar school, pupils at a Realschule receive more vocational training. The Realschule leaving certificate generally provides the basis for all kinds of higher-level professions. You receive the "Realschulabschluss" there.

After completing a Hauptschule or Realschule, there are many opportunities in Germany to obtain a higher qualification (Realschulabschluss and Abitur).

### Grammar school

The Gymnasium lasts 8 to 9 years. You take a final examination called the general higher education entrance qualification. This is also known as the "Abitur". Compared to a Realschule or Hauptschule, pupils are expected to take more personal responsibility and are prepared less for working life and more for university studies.

## Everyday school life

💡 Parents often receive letters from the school that their children bring home. It is very important that you read and respond to this information.

Your child should achieve a good school-leaving qualification and find a career that suits them. As parents, you have an important role to play: your participation in parents' evenings and regular discussions with teachers are just as important for a good school leaving certificate as your child's regular attendance at lessons and homework. If you do not understand letters from the school, show them to a trusted friend or a responsible carer.

### **Homework supervision**

Homework supervision takes place at schools in the Odenwaldkreis and is financed by the Odenwaldkreis Youth Welfare Office on application. The focus here is on looking after your children. Further information is available from the [Youth Welfare Office](#).

### **Education and participation benefits**

You can apply for state support for certain areas of your children's lives. These include, for example, the assumption of costs for school and class excursions, school supplies, participation in social and cultural life, school transport, learning support and lunch allowances.

If you are in **receipt of SGB II** ("Bürgergeld"), you can find more information [here](#).

If you receive **housing benefit or child supplement**, you can find more information [here](#).

### **Holiday care**

Holidays are the times of the year when there are no lessons and pupils have time off school. These periods vary from state to state. You can find an overview of the school holidays in Hesse [here](#).

There are also childcare options during the holidays. The leisure [and educational programmes offered by the](#) Odenwaldkreis district council's [child and youth development department](#) are very varied. In addition, the individual [towns and municipalities in the Odenwaldkreis district](#) put together a varied holiday programme, which is usually distributed via the local schools.

### **Absence from school due to illness**

If a child falls ill and cannot go to school, the parents must inform the school of the reason and write an excuse to the child. A doctor's certificate may also be required for longer illnesses. Many schools have their own rules on sick notes, certificates and so on. Please contact your child's school directly for more information.

As a general rule, however, parents should always call the school office in the morning on the first day of absence and inform the school that the child will not be coming today. From there, the information is passed on to the teachers and class teachers. If the school does not know where the child is, the school must look for the child, if necessary with the help of the police.

## **Tutoring and support**

### **Tutoring**

If you have poor grades at school, you can get help. This help is called "tutoring". Tutoring does not take place at school. It takes place outside of school. The content of a school subject is repeated or deepened. Tutoring is useful if promotion to the next school year is at risk. Or if the school-leaving certificate cannot be achieved.

Ask the teachers at school. Ask whether tutoring is good for your child. Perhaps the school itself has an offer. Or the teacher can tell you who you can ask. Many schools have contacts with older pupils who offer tutoring for younger pupils.

You have to pay for tutoring yourself. The prices for one hour of tutoring vary. Please ask for the price.

Private tuition can be financed via Bildung und Teilhabe (BuT). You will need to provide confirmation from the school that your child needs tutoring. You must also submit an application. You can find information about BuT [here](#).

## Tutoring in the Odenwald:

The "Lernstubb" offers homework supervision and support for dyslexia and dyscalculia:

### Odenwälder Verein für Bildungs- und Kulturarbeit e. V. / LERNSTUBB

🏠 [Lindenstraße 14, 64720 Michelstadt](#)

☎ [06061/72946](tel:0606172946)

✉ [lernstubb@t-online.de](mailto:lernstubb@t-online.de)

🌐 [www.lernstubb-odenwald.de](http://www.lernstubb-odenwald.de)

### Support from volunteers

Volunteers offer support at school and homework supervision for children:

### Volunteer agency (Odenwald district office)

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/701581](tel:06062701581)

✉ [ehrenamt@odenwaldkreis.de](mailto:ehrenamt@odenwaldkreis.de)

### Preparation for exams / holiday courses

The Odenwaldkreis Adult Education Centre offers a wide range of further education courses. In the "School" area, the adult education centre offers preparatory courses and holiday courses. You also have the opportunity to complete the secondary school leaving certificate in an evening course. The course lasts one year.

### Adult Education Centre Odenwaldkreis

🏠 [Martin-Luther-Str. 45, 64711 Erbach](#)

☎ [06062/701732](tel:06062701732)

✉ [vhs@odenwaldkreis.de](mailto:vhs@odenwaldkreis.de)

🌐 [www.vhs-odenwald.de](http://www.vhs-odenwald.de)

### Help with homework

The neighbourhood office "Lebensraum Kopfsteinpflaster" in Breuberg offers help with homework, which is explicitly aimed at all children. It is organised and planned together with the local primary and comprehensive school. Deficits in the German language are picked up by two volunteer senior citizens who do maths and reading with the primary school pupils.

### Neighbourhood office "Lebensraum Kopfsteinpflaster"

🏠 [Erbacher Str. 23, 64747 Breuberg](#)

☎ [06165/4929956](tel:061654929956)

✉ [lebensraum.kopfsteinpflaster@gmx.de](mailto:lebensraum.kopfsteinpflaster@gmx.de)

🌐 [www.jwo-ev.de](http://www.jwo-ev.de)

### School support

The DRK accompanies disabled children in mainstream schools. This help is called integration assistance. What and how much help is needed depends on the needs of the child in question according to the assessment of the respective funding organisation.

### DRK-Kreisverband Odenwaldkreis e. V.

🏠 [Illigstraße 11, 64711 Erbach](#)

☎ [06062/6070](tel:06062/6070)

✉ [info@drk-odenwaldkreis.de](mailto:info@drk-odenwaldkreis.de)

🌐 [www.drk-odenwaldkreis.de](http://www.drk-odenwaldkreis.de)

## Useful websites and apps for children to help them learn

[www.e-Hausaufgaben.de](http://www.e-Hausaufgaben.de)

[www.unterricht.de](http://www.unterricht.de)

[www.mathebibel.de](http://www.mathebibel.de)

[www.lingolia.com](http://www.lingolia.com)

Apps for learning German:

Serlo ABC (App), WhatsGerman (App), Duolingo (App), Einstieg Deutsch (App)

## School support

School counsellors are provided for children with disabilities who attend school. How they are supported depends on the child's needs. The support can be

- Dressing and undressing, going to the toilet
- motivation
- Concentration

The school companion can support children for different lengths of time. Some children only need help for a few months - others for a few years.

You can find more information on the website of the [German Red Cross](#).

### DRK-Kreisverband Odenwaldkreis e. V.

🏠 [Illigstraße 11, 64711 Erbach](#)

☎ [06062/6070](tel:06062/6070)

✉ [info@drk-odenwaldkreis.de](mailto:info@drk-odenwaldkreis.de)

🌐 [www.drk-odenwaldkreis.de](http://www.drk-odenwaldkreis.de)

You can apply for **school support** from the youth welfare office:

### Kreisausschuss Odenwaldkreis Jugendamt

🏠 [Helmholtzstraße 3, 64711 Erbach](#)

☎ [06062/70400](tel:06062/70400)

✉ [k.glabisch@odenwaldkreis.de](mailto:k.glabisch@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

## Family benefits

## Parental allowance

Some parents work less after the birth of their child. Others can no longer work as much. They can then receive money from the state. Parents who live separately can also claim parental allowance. They can apply for parental allowance if they have a settlement or residence permit. You can find more detailed information in German and other languages [here](#).

### Hessisches Amt für Versorgung und Soziales Darmstadt

🏠 [Schottener Weg 3, 64289 Darmstadt](#)

☎ [06151/7380](tel:061517380)

✉ [poststelle@havs-dar.hessen.de](mailto:poststelle@havs-dar.hessen.de)

## Child benefit

All parents with a settlement or residence permit are entitled to child benefit. You must apply for child benefit yourself at the Federal Employment Agency. This agency pays the child benefit for each child. Child benefit is paid from birth until at least the age of 18. You can find more detailed information in German and other languages [here](#).

The application for child benefit should be sent to:

### Postal address:

Familienkasse Hessen  
34196 Kassel

### Visitor address:

#### Familienkasse Darmstadt

🏠 [Groß-Gerauer-Weg 7, 64295 Darmstadt](#)

☎ [0800/4555530](tel:08004555530)

✉ [familienkasse-hessen@arbeitsagentur.de](mailto:familienkasse-hessen@arbeitsagentur.de)

🌐 [www.arbeitsagentur.de](http://www.arbeitsagentur.de)

## Benefits for education and participation

The benefits for education and participation (BuT) support children and young adults from families with little money.

The benefits include

- one-day excursions from school and kindergarten
- school and nursery trips lasting several days
- School supplies for each school year
- Transport for pupils to school
- learning support
- Participation in lunch at school or kindergarten
- Participation in social and cultural life in the community (such as sports clubs or music schools to the amount of 15 euros per month).

You can find more detailed information on the website [www.odenwaldkreis.de](http://www.odenwaldkreis.de). You will also find contact details there.

## Family/partnership counselling services



The AWO advises on:

- Pregnancy, baby, money, cure, work, separation
- Education, work, training
- Care (kindergarten, primary school care)
- Nursing homes for the elderly

You can celebrate parties at Mehr - Generationen - Haus (address: Kellereibergstraße 4 in 64720 Michelstadt). There are tables, chairs and a stage.

The AWO also offers courses for families and children. You can find the offers [here](#).

### **AWO (Arbeiterwohlfahrt Kreisverband Odenwaldkreis e. V.)**

🏠 [Stadtring 168, 64720 Michelstadt](#)

☎ [06061-94230](tel:06061-94230)

✉ [info@awo-odenwald.de](mailto:info@awo-odenwald.de)

🌐 [www.awo-odenwald.de](http://www.awo-odenwald.de)

The DRK supports people with:

- First aid training
- Home emergency call
- Transport for patients to hospital
- Second - hand clothing
- Accompaniment for pupils at schools
- Support at the Brückenschule

### **DRK (DRK-Kreisverband Odenwaldkreis e. V.)**

🏠 [Illigstraße 11, 64711 Erbach](#)

☎ [06062-6070](tel:06062-6070)

✉ [info@drk-odenwaldkreis.de](mailto:info@drk-odenwaldkreis.de)

🌐 [www.drk-odenwaldkreis.de](http://www.drk-odenwaldkreis.de)

Jugendwerkstätten Odenwald (JWO) helps young people. This takes place in the areas of school, training and work.

The JWO has the following projects:

- InteA (= is an offer at the Berufliches Schul - Zentrum Odenwaldkreis. In this project, young people learn German.
- Integration courses for young people
- IPA: The project is for young people who are transitioning from school to work
- Respect Coaches: The programme helps young people to protect themselves from radicalisation.

## JWO (Jugendwerkstätten Odenwald e. V.)

🏠 [Schlossplatz 6, 64732 Bad König](#)

☎ [06063-8267100](tel:06063-8267100)

✉ [verwaltung@jwo-ev.de](mailto:verwaltung@jwo-ev.de)

🌐 [www.jwo-ev.de](http://www.jwo-ev.de)

The Caritas centre provides advice on:

- Marriage and family
- Pregnancy
- Family mentors for parents with children up to the age of 3
- "Flohkiste" clothing store for children
- Migration

## Caritas-Zentrum Erbach

🏠 [Hauptstraße 42, 64711 Erbach](#)

☎ [06062-955330](tel:06062-955330)

✉ [alb@caritas-erbach.de](mailto:alb@caritas-erbach.de)

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

Caritas advises immigrants in the area of:

- Language courses
- Residence
- everyday life
- Crises and dealing with authorities.

The counselling centre helps:

- Adults with mental health problems
- Adults in crisis

There are one-off and longer counselling sessions. Counselling is free of charge.

The **Dementia Specialist Centre** is the point of contact for all questions relating to dementia. Counselling, talks for families and training courses supplement the free service.

The Diakonisches Werk Odenwald helps with

- Pregnancy
- General questions about life
- People with disabilities
- crises

Counselling is free of charge. It can be used by anyone.

### Diakonisches Werk Odenwald

🏠 [Bahnhofstraße 38, 64720 Michelstadt](#)

☎ [06061-96500](tel:06061-96500)

✉ [mail@dw-odw.de](mailto:mail@dw-odw.de)

🌐 [www.diakonie-odenwald.de](http://www.diakonie-odenwald.de)

In the Odenwald, there are free **"early help"** programmes. These are programmes for parents from pregnancy with children up to the age of 3.

**"KIWI" - family mentors:** This is an offer for families with babies. The mentors visit the families at home. The mentors have time and listen to problems. You can find more information [here](#).

### Family midwives

Family midwives can help in difficult situations from pregnancy onwards. They have information on caring for and feeding the child. They can help with questions about the child's development. If necessary, they can arrange further help. You can find information [here](#).

### Help with pregnancy and birth

Women and their families receive help if the mother is ill or in crisis. Further information can be found [here](#).

The **paediatric and youth medical service** of the **public health department** has the following tasks:

- Examination before school attendance
- Advice for kindergartens and schools
- Counselling children with disabilities or children at risk of disability before they attend kindergarten
- School medical issues

The **paediatric and adolescent dental care** service of the **public health department** provides information on

- Information about dental care in kindergartens and schools
- Preparation of dental reports
- School dental examinations

### Kreisausschuss Odenwaldkreiss - Gesundheitsamt

🏠 [Albert-Schweitzer-Straße 8, 64711 Erbach](#)

☎ [06062-70293](tel:06062-70293)

✉ [gesundheitsamt@odenwaldkreis.de](mailto:gesundheitsamt@odenwaldkreis.de)

🌐 <http://www.odenwaldkreis.de>

The **"Violence against women" helpline** provides advice on all forms of **violence**. Counselling is provided by telephone, online or in a chat. Counselling is confidential and anonymous. No data is collected, stored or requested. Counselling is available in 17 languages and also in German sign language. You can find more information [here](#).

### Hilfetelefon - Gewalt gegen Frauen

☎ [0800 - 116016](tel:0800-116016)

✉ [Instant chat: www.hilfetelefon.de](https://www.hilfetelefon.de)

The **counselling centre for women** is a first point of contact for women in situations of violence and crisis. It is the specialist counselling centre for domestic violence in the Odenwald district. The counselling sessions are

- free of charge, confidential and anonymous on request
- also after a police operation
- after a stay in a women's refuge
- one-off or longer

### Frauenberatungsstelle

🏠 [Gabelsbergerstraße 8 , 64711 Erbach](#)

☎ [06062 - 266874](tel:06062-266874)

✉ [info@frauenberatung-erbach.de](mailto:info@frauenberatung-erbach.de)

🌐 [www.frauenberatung-erbach.de](http://www.frauenberatung-erbach.de)

If you are affected by violence, call the women's refuge. If you are in an acute emergency situation, call the **police**. They can ban your partner from your home for up to 14 days. The police can also put you in touch with the women's refuge.

**If you have to move into the women's refuge, please bring the following items with you:**

- Passport of you and your children
- birth certificate
- Health insurance card
- Tax ID
- Notification of benefits from the state (unemployment benefit, citizen's allowance)
- Insurance policies, assets, contracts
- EC card, cash, savings books, personal valuables
- Custody documents
- Medical certificates
- Marriage certificate
- Medication
- School supplies for the children, cuddly toy, favourite toy

### Frauenhaus Erbach

🏠 P.O. Box 1201 , 64702 Erbach

☎ [06062 - 5646](tel:06062-5646)

✉ [info@frauenhaus-erbach.de](mailto:info@frauenhaus-erbach.de)

🌐 [www.frauenberatung-erbach.de](http://www.frauenberatung-erbach.de)

You can contact the **Equal Opportunities Officer** for

- Information on the topic of women's policy
- Addresses of advice centres
- for help in asserting your rights
- Addresses of women's groups
- if you have suggestions on how the situation of women and girls in the Odenwald can be improved

All discussions and information will be treated confidentially.

### Kreisausschuss des Odenwaldkreises Gleichstellungs- und Frauenbeauftragte

🏠 [Michelstädter Straße 12 , 64711 Erbach](#)

☎ [06062 - 70 222](tel:06062-70222)

✉ [p.karg@odenwaldkreis.de](mailto:p.karg@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

[Video: Equal rights for women in Germany](#)

The **early intervention** centre is a service for **parents with children up to the age of 5**.

The early intervention centre looks after the following children:

- Children with delayed development
- Children with a disability
- Children with suspected disabilities

The early intervention centre provides advice:

- At your home
- At the kindergarten or
- You come to the early counselling centre.

### Zweckverband Zentrum Gemeinschaftshilfe - Frühberatungsstelle

🏠 [Elsa-Brändström-Str. 13, 64711 Erbach](#)

☎ [06062-940826](tel:06062-940826)

✉ <mailto:fruehberatungsstelle@pz-odw.de>

🌐 <http://www.pflegezentrum-odenwald.de>

The **educational counselling centre** offers counselling for:

- Parents, families and therapies

In individual cases, supportive child therapy or counselling for adolescents and group sessions on various topics are offered.

Parents can turn to the counselling centre for the following problems:

- Questions about parenting
- Questions about the child's development
- Behaviour of the child
- Child and adolescent disorders
- Family conflicts
- Difficult life situations
- Separation and divorce
- Interrupted parent-child contact
- School problems

### Kreisausschuss des Odenwaldkreises Erziehungsberatungsstelle

🏠 [Relystraße 20 , 64720 Michelstadt](#)

☎ [06062 - 70 3939](tel:06062-703939)

✉ [s.trautmann@odenwaldkreis.de](mailto:s.trautmann@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

## Unaccompanied refugee minors

Is a refugee under the age of 18? Have they travelled to Germany unaccompanied? Then they are classed as an unaccompanied minor foreigner (= umA). These young people are reported to the youth welfare office. The Youth Welfare Office talks to the young person. The youth welfare office establishes their age.

The person is under 18 years old. Then the person is a minor. The Youth Welfare Office takes care of this person. The Youth Welfare Office takes the person to a youth shelter.

The person is over 18 years old. Then the person is of legal age. They receive a rejection notice. Alternatively, they are treated as an adult.

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

You are not yet 18 years old on your proof of arrival? The Youth Welfare Office gives you a rejection notice? Then the Youth Welfare Office must enter a new date of birth on the notification. Only then can you have your documents changed at the Immigration Office and the Social Welfare Office.

Some minors (persons under the age of 18) travel with relatives. This could be an uncle or aunt. They could be cousins or older siblings. Your accommodation provider will report this to the Youth Welfare Office after your arrival. The Youth Welfare Office will speak to the minor and the adult relatives. The Youth Welfare Office will check whether the minor can stay there. The Youth Welfare Office will also decide whether a guardian should be appointed. The youth welfare office itself brings an interpreter to the interview.

The adult relatives can also apply to the family court for guardianship themselves. The guardianship gives the relative full responsibility for the minor instead of the parents.

In the Odenwald district, the following is responsible for unaccompanied refugee minors

### Kreisausschuss Odenwaldkreis Jugendamt

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/701649](tel:06062701649) or [06062/701162](tel:06062701162)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

Multilingual orientation videos for unaccompanied minors can be found [here](#).

## Leisure/Culture/Sport

### Information

You can find an overview of leisure activities [here](#)

### Open offers/meetings

The **AWO Odenwaldkreis** makes offers for babies, children and young people. But also for adults and senior citizens. You can find the offers on the [homepage](#). The offers of the AWO

Odenwaldkreis take place at different locations.

The "**Runde Tisch**" in **Reichelsheim** organises the **International Café**. This is a meeting place for refugees and their enquiries on important topics.

In **Reichelsheim**, the **Mary Anne Kübel Stiftung** offers a baby meeting, sale of clothes as well as parent-child groups. You can see the extensive offer [here](#).

In **Reichelsheim** there is the **Krabbelstube Reichelsheim**, which offers open parent-child groups and has a supervised group. Further information can be found [here](#).

The [Familien GenerationenNetz Reichelsheim](#) is a meeting place for all people for all ages.

**Kom-Café:** Treffpunkt for everyone to have coffee and cake together. The meeting place is:

🏠 [Städtel 8, 64711 Erbach](#)

☎ [06062/2952](#)

🌐 [www.ev-kirche-erbach.de](#)

The **Caritas Verband** offers the **Drop In(klusive)** in Erbach. This is a meeting place for all parents, grandparents with babies and toddlers up to 3 years. You can talk to other parents. The children can play, eat and drink. You can also buy **baby clothes** in good condition here. You can find information about the offers [here](#).

You can find more offers in Breuberg at the [neighbourhood help Breuberg](#). The voluntary neighbourhood help centre provides assistance with minor PC problems, offers company and provides support for integration.

The district office "**Lebensraum Kopfsteinpflaster**" offers help to all. The project promotes exchange and bundles help and offers. German courses and homework support are offered. You can also get help there with letters from the authorities.

#### Stadtteilbüro "Lebensraum Kopfsteinpflaster" Breuberg

🏠 [Erbacher Str. 23, 64747 Breuberg](#)

☎ [06165/4929956](#)

✉ [kopfsteinpflaster.bb@jwo-ev.de](mailto:kopfsteinpflaster.bb@jwo-ev.de)

🌐 [www.jwo-ev.de](#)

#### Stadtteilbüro "Lebensraum Kopfsteinpflaster" Bad König

🏠 [Bahnhofstraße 2, 64732 Bad König](#)

☎ [06063/8267111](#)

✉ [kopfsteinpflaster.bk@jwo-ev.de](mailto:kopfsteinpflaster.bk@jwo-ev.de)

🌐 [www.jwo-ev.de](#)

## Sport

Sport is healthy - sport is also a good way to meet people and get to know them.

We can help you find sports activities in the Odenwald. The "**Sportcoaches**". [Sportcoaches suchen mit Ihnen den richtigen Sport aus. Sie helfen Ihnen auch bei der Suche nach einem Verein. Wenn Sie wollen, begleiten sie Sie auch in den Verein.](#)

In Germany, sport in clubs plays an important role. Sport is part of the culture. Clubs organise events and festivals. With their programmes, clubs are an integral part of life in Germany. Many

clubs in the Odenwald offer a wide variety of sports. You can find an overview [here](#). If you want to do sport in a club, you have to become a member of the club. As a member, you have to pay a fee to the club. Children often pay less than adults.

The adult education centre offers various [sports courses](#) under "Health". These courses take place for a certain period of time. You pay a fee to the adult education centre for the course.

### **Fit in old age:**

The DRK Odenwaldkreis e. V. has programmes for older people: [Gymnastics/Dancing](#)

### **Indoor swimming pools:**

#### **Odenwald Hallenbad**

🏠 [Erbacher Str. 54, 64720 Michelstadt](#)

☎ [06061/9797530](#)

🌐 [www.odenwald-hallenbad.de](#)

#### **Odenwald Therme**

🏠 [Elisabethenstraße 13, 64732 Bad König](#)

☎ [06063/57850](#)

🌐 [www.odenwald-therme.de](#)

### **Outdoor pools:**

#### **Alexanderbad Erbach**

🏠 [Wiesenweg 11, 64711 Erbach](#)

☎ [06062/266909](#)

🌐 [www.erbach.de](#)

#### **Freibad Ebersberg**

🏠 [Ebersberger Straße 28, 64711 Erbach](#)

🌐 [www.erbach.de](#)

#### **Freibad Michelstadt**

🏠 [Am Stadion, 64720 Michelstadt](#)

☎ [06061/3256](#)

🌐 [www.michelstadt.de](#)

#### **Freibad Vielbrunn**

🏠 [Limesstraße 14, 64720 Michelstadt](#)

☎ [06066/722](#)

🌐 [www.freibadvielbrunn.wordpress.com](#)

#### **Freibad Fränkisch - Crumbach**

🏠 [Saroltastrasse 54, 64407 Fränkisch - Crumbach](#)

☎ [06164/1590](#)

🌐 [www.fraenkisch-crumbach.de](#)

The outdoor pool is closed.

#### **Freibad Reichelsheim**

🏠 [Konrad - Adenauer - Straße 15, 64385 Reichelsheim](#)


☎ [06164/54387](#)



 [www.reichelsheim.de](http://www.reichelsheim.de)

### **Freibad Beerfurth**


 [Schwimmbadstraße 42, 64385 Reichelsheim](#)

 [06164/1693](tel:061641693)

 [www.reichelsheim.de](http://www.reichelsheim.de)

### **Freibad Brombachtal**


 [Sachsenhäuser Straße 47, 64753 Brombachtal](#)

 [0171/4857305](tel:01714857305)

 [www.bromischer-schwimmbad.de](http://www.bromischer-schwimmbad.de)

### **Freibad Bad König**


 [Schwimmbadstraße 21, 64732 Bad König](#)


 [06063/503234](tel:06063503234)

 [www.badkoenig.de](http://www.badkoenig.de)

The swimming pool is closed.


### **Freibad Höchst**


 [Jahnstraße 8, 64739 Höchst](#)

 [06163/2540](tel:061632540)

 [www.hoechst-i-odw.de](http://www.hoechst-i-odw.de)


### **Freibad Waldseebad / Oberzent**


 [Gammelsbacher Str. 161, 64743 Oberzent](#)


 [06068/1899](tel:060681899)

 [www.waldseebad-beerfelden.de](http://www.waldseebad-beerfelden.de)

### **Freibad Finkenbach / Oberzent**


 [Beerfelder Straße, 64760 Oberzent](#)


 [06068/478673](tel:06068478673)

 [www.stadt-oberzent.de](http://www.stadt-oberzent.de)

### **Freibad Hetzbach / Oberzent**


 [Schwimmbadstraße 22, 64760 Oberzent](#)

 [06068/9413600](tel:060689413600)

 [www.stadt-oberzent.de](http://www.stadt-oberzent.de)

### **Freibad Güttersbach**


 [Hüttenthaler Straße, 64756 Mossautal](#)

 [06062/61942](tel:0606261942)

 [www.mossautal-odenwald.de](http://www.mossautal-odenwald.de)

### **Freibad Sandbach**

 [Schwimmbadstraße, 64747 Breuberg](#)

 [06163/4270](tel:061634270)

 [www.bergstrasse-odenwald.de](http://www.bergstrasse-odenwald.de)

## **Leisure - Offers**

A playground is a place where children can play. It is often outdoors. There are various pieces of play equipment in the playground where children can play. There are swings, slides and

climbing frames.

A playground is good for a child's development. The child is active there and can try things out. **Playgrounds** can be found in almost every municipality in the Odenwald.

The **Odenwald Tourismus GmbH** has lots of tips for your leisure time on its [website](#). In addition to hiking and sports, excursion destinations for children and interesting events are presented.

The [towns and municipalities](#) also publish sights and leisure activities on their own websites.

## Clubs

A club is a group of people who share the same hobby. This can be sport, art or nature, for example. There are many clubs in the Odenwald that you can join. This is a good way to make new contacts. The clubs are happy when new people join. You can find an overview of the clubs [here](#).

## Rot - Kreuz - Gruppen (DRK):

The **DRK-Kreisverband Odenwaldkreis e. V** has youth groups with around 120 children and young people. Topics at the DRK are

- social issues
- Commitment to health and the environment
- Acting for peace
- Political responsibility

[Here](#) you will find information on senior citizens' sports, treasure chest, volunteer work in standby teams, water watch and mountain watch at the DRK.

## Fire brigade:

### Feuerwehrverband des Odenwaldkreises e. V.

There are fire brigades in the Odenwald that provide fire protection. Around 2,200 men and women are active in the fire brigades in their spare time. If they don't do this as a job, it's called "voluntary". There are also fire brigades for children and young people in the Odenwald district. The mini fire brigades are for children aged 6 - 10. Information can be found at [Fire Brigade Association of the Odenwald District](#).

## Volkshochschule:

The **Volkshochschule Odenwaldkreis** provides a wide [range of further training programmes](#) for all interested parties. It offers courses for anyone who wants to be physically active or creative. There are also programmes in the areas of politics and society.

## Music schools:

All people can make music in music schools. Either alone or in groups. You can learn to play an instrument or sing.

### **Musikschule Odenwald e. V.**

🏠 [Neckarstraße 19, 64711 Erbach](#)

☎ [06062 - 919875](tel:06062-919875)

✉ [sekretariat@musikschule-odenwald.de](mailto:sekretariat@musikschule-odenwald.de)

🌐 [www.musikschule-odenwald.de](http://www.musikschule-odenwald.de)

### **Young Symphonics Musikschule**

🏠 [Friedrich-Ebert-Strasse, 64720 Michelstadt](#)

☎ [06165 - 6291](tel:06165-6291)

✉ [info@young-symphonics.de](mailto:info@young-symphonics.de)

🌐 [www.young-symphonics.de](http://www.young-symphonics.de)

## **Libraries / Libraries:**

In the library you can:

- read books and magazines
- play a parlour game
- spend time
- use the internet
- talk to people.

### **Stadtbücherei Erbach**

🏠 [Hauptstraße 56, 64711 Erbach](#)

☎ [06062 - 809351](tel:06062-809351)

✉ [stadtbuecherei@erbach.de](mailto:stadtbuecherei@erbach.de)

🌐 [www.erbach.de](http://www.erbach.de)

### **Katholische Öffentliche Bücherei St. Sophia**

🏠 [Hauptstraße 42, 64711 Erbach](#)

☎ [06062 - 62556](tel:06062-62556)

✉ [info@KoebErbach.de](mailto:info@KoebErbach.de)

🌐 <https://www.eopac.net/BGX428911/>

### **Katholische Öffentliche Bücherei Michelstadt "Lesespaß"**

🏠 [D'Orvillestrasse 22, 64720 Michelstadt](#)

☎ [06061 - 7062433](tel:06061-7062433)

✉ [info@Koeb-Michelstadt.de](mailto:info@Koeb-Michelstadt.de)

🌐 [www.koeb-michelstadt.de](http://www.koeb-michelstadt.de)

### **Stadtbücherei Michelstadt**

🏠 [Einhardspforte 3, 64720 Michelstadt](#)

☎ [06061 - 12491](tel:06061-12491)

🌐 [www.michelstadt.de](http://www.michelstadt.de)

### **Katholische öffentliche Bücherei Wortschatz, Höchst**

🏠 [Böltener Straße 14, 64739 Höchst i.Odw.](#)

☎ [06163 - 8299850](tel:06163-8299850)

✉ [koeb-wortschatz@gmx.de](mailto:koeb-wortschatz@gmx.de)

🌐 <https://bistummainz.de/buecherei/hoechst/>

### **Evangelische Gemeindebücherei „Blickpunkt“, Höchst**

🏠 [Otto-Koch-Haus, Hermann-Kahn-Weg, 64739 Höchst i.Odw.](#)

☎ [06163 - 910174](tel:06163-910174)

✉ [ev-gemeindebuecherei-hoechst@t-online.de](mailto:ev-gemeindebuecherei-hoechst@t-online.de)

🌐 [www.ev-gemeindebuecherei-hoechst.jimdofree.com](http://www.ev-gemeindebuecherei-hoechst.jimdofree.com)

### Evangelische Gemeindebücherei, Mümling-Grumbach

🏠 [Friedrich-May-Haus, Pfarrstraße 5, 64739 Höchst i. Odw.](#)

✉ [buecherei.muemling-grumbach@ekhn.de](mailto:buecherei.muemling-grumbach@ekhn.de)

🌐 [www.ev-kirche-muemling-grumbach.ekhn.de](http://www.ev-kirche-muemling-grumbach.ekhn.de)

### Katholische Öffentliche Bücherei Lützelbach - Seckmauern

🏠 Maihohl 5, 64750 Lützelbach

☎ [09372 - 5369](tel:09372-5369)

### Holiday programme:

Childcare during the holidays is often difficult for parents who work. That's why the local authorities, the adult education centre and the youth welfare office offer a holiday programme in the Odenwald district. Further information can be found on the homepages of the [local authorities](#), the [adult education centre of the Odenwald district](#) and the [child and youth welfare](#) office.

### Cultural offer

### Stadtmuseum Michelstadt

The museum provides information on the history of the town. There is also a railway exhibition.

The museum is open on Fridays from 13.00 -17.00. Further information is available [here](#).

### Stadtmuseum Michelstadt

🏠 [Einhardspforte 3, 64720 Michelstadt](#)

☎ [06061/706139](tel:06061/706139)

🌐 [www.michelstadt.de](http://www.michelstadt.de)

### Lichtigfeld-Museum

The **Lichtigfeld-Museum** is in the Michelstadt synagogue. The synagogue was built in 1791. Rabbi Seckel Löb Wormser worked here until 1847. He was the Baal Schem of Michelstadt. The synagogue is one of the few Jewish places of worship that was not destroyed. The museum bears the name of the provincial rabbi Dr Isaak Emil Lichtigfeld. He was the head of the Jewish community in Hesse from 1954 to 1967.

### Lichtigfeld Museum / Synagogue

Contact: Tourist - Information Michelstadt

🏠 [Market square 1, 64720 Michelstadt](#)

☎ [06061/74610](tel:06061/74610)

✉ [touristik@michelstadt.de](mailto:touristik@michelstadt.de)

🌐 [www.michelstadt.de](http://www.michelstadt.de)

The town of Michelstadt also offers many guided tours on various topics,

## Deutsches Elfenbeinmuseum

In the **German Ivory Museum** you can see objects made of ivory. In the workshop, carving techniques, tools and materials are explained.

### German Ivory Museum

🏠 [Schlosshof \(old building\) Marktplatz 7, 64711 Erbach](#)

☎ [06062/809360](tel:06062/809360)

✉ [info@schloss-erbach.de](mailto:info@schloss-erbach.de)

🌐 <https://www.erbach.de/tourismus-freizeit/ausflugs...>

## Römische Villa Haselburg (Museum)

The Villa Haselburg Museum is a manor dating back to Roman times. There is an information centre with many finds. The property of the Roman villa belongs to the municipality of Höchst. The museum is run by volunteers. There is a small park with reconstructed walls and display boards. It offers the opportunity to experience history up close in a green landscape with a view over the Odenwald.

### Archäologischer Park "Römische Villa Haselburg"

🏠 [64739 Höchst i. Odw., Hummetroth](#)

🌐 [www.haselburg.de](http://www.haselburg.de)

The "BurgenBus" stops at Haselburg Castle at the weekend. The bus (booking required! ) runs every 2 hours and connects the Veste Otzberg, Villa Haselburg and Breuberg Castle.

## Regionalmuseum Reichelsheim Odenwald

The museum is located in the old town hall of Reichelsheim. The basement of the museum used to be a market hall. The opening hours can be found on the homepage.

### Regionalmuseum Reichelsheim Odenwald

🏠 [Rathausplatz 7, 64385 Reichelsheim](#)

☎ [06164/50826](tel:06164/50826)

🌐 [www.museum-reichelsheim.de](http://www.museum-reichelsheim.de)

## Concerts/Theatre

**Concerts** and **theatre performances** take place in the towns and municipalities. This information can be found on the homepages of the [towns and municipalities](#) as well as in this app.

## Counselling centres

In Germany, an association is a grouping of several people. These people all have a common goal.

The common goal can be, for example: sport, music, nature, culture or supporting people

In Germany, an association is founded for this purpose. You work in this organisation and do not receive a salary.

If you are looking for an organisation, the Volunteer Agency can help you:

### **Ehrenamtsagentur (Landratsamt Odenwaldkreis)**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/701185](tel:06062701185)

✉ [engagiert@odenwaldkreis.de](mailto:engagiert@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

### **Sport - Coaches:**

There are "**Sport - Coaches**" in various places in the Odenwald district. They have contacts to clubs and help you get started in sports clubs.

### **Bad König**

Christel Zill

✉ [zill-momart@gmx.de](mailto:zill-momart@gmx.de)

☎ [06063/578289](tel:06063578289) or ☎ [06063/4332](tel:060634332)

Elke Seipp-Guthier

✉ [alteschule\\_ober-kinzig@t-online.de](mailto:alteschule_ober-kinzig@t-online.de)

☎ [0171/1721272](tel:01711721272)

### **Erbach**

Alexander Carrasco Torres

✉ [alcato@gmx.de](mailto:alcato@gmx.de)

☎ [0173/6731040](tel:01736731040)

### **Highest**

Harald Staier

✉ [harald-staier@t-online.de](mailto:harald-staier@t-online.de)

☎ [06163/3130](tel:061633130) or ☎ [0160/96628688](tel:016096628688)

### **Michelstadt**

Klaus-Dieter Neumann

✉ [klaus-dieter.neumann@t-online.de](mailto:klaus-dieter.neumann@t-online.de)

☎ [06061/3016](tel:060613016)

### **Oberzent / Beerfelden**

Rene Tunn

✉ [jugendpflege@beerfelden.de](mailto:jugendpflege@beerfelden.de)

☎ [0151/57313257](tel:015157313257)

## **Organising Daily Life**

## Securing a livelihood

### Sozialamt / Asylstelle

The Odenwaldkreis and the municipalities in the Odenwald look after asylum seekers. There are flats for asylum seekers throughout the Odenwald.

The Odenwaldkreis pays out benefits for living expenses.

The social welfare office will also help you with

- the first things for your baby (furniture, clothes, pram)
- Sickness certificates, assumption of costs for hospital and doctor visits
- Education and participation benefits (BuT). This is the need for school and class trips
- Application for redistribution

At the social welfare office you will be asked about your personal and financial circumstances. You will sign various documents. Please bring all your documents with you to this appointment.

You will also apply to the social welfare office for benefits for your living expenses. The money will be transferred to your account at the bank or savings bank. The money is for one month. You will **not receive any** money from the social welfare office until the following month.

### Kreisausschuss Odenwaldkreis Sozialamt / Asylstelle

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062-700](tel:06062-700)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 <http://www.odewaldkreis.de>

### Kommunales Job-Center

The Odenwaldkreis pays all basic benefits for jobseekers and citizens' allowance in accordance with SGB II. This includes the following benefits

- subsistence
- Counselling for job and training seekers
- Qualification and
- Education and participation benefits for children and young people

The Job Centre works together with the state of Hesse and [InA gGmbH](#) on integration into employment.

Please apply for benefits in accordance with SGB II via your [local or municipal administration](#).

You can find more information about the municipal job centre [here](#).

### Kommunales Jobcenter Odenwaldkreis

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062-700](tel:06062-700)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

## General counselling

Manchmal hat man Probleme, die man alleine nicht lösen kann. Wenn die Familie und Freunde nicht helfen können, gibt es im Odenwald viele Stellen, die helfen. Das sind:

### **Deutsches Rotes Kreuz (DRK)**

The **DRK** provides counselling for:

- Assisted living
- School counselling
- Self-help groups

The DRK also has second-hand clothing shops. They are called "Lieblings -Stücke" in Reichelsheim and "Mode - Truhe" in Erbach. The clothes are second-hand and cost less than if you buy them new in a shop.

#### **DRK-Kreisverband Odenwaldkreis e. V.**

🏠 [Illigstraße 11, 64711 Erbach](#)

☎ [06062/6070](tel:06062/6070)

✉ [info@drk-odenwaldkreis.de](mailto:info@drk-odenwaldkreis.de)

🌐 [www.drk-odenwaldkreis.de](http://www.drk-odenwaldkreis.de)

### **Jugendwerkstätten Odenwald e.V. (JWO)**

The JWO is a youth aid organisation in the Odenwald. The aim of the JWO is to help young people. The help is provided in the following areas

- School
- training
- work
- integration

The JWO provides counselling on the following topics

- Training
- Dropping out of training
- school
- Writing an application
- Career orientation



- Unemployment
- Offices and authorities

### **Jugendwerkstätten Odenwald e. V.**

🏠 [Schloßplatz 6, 64732 Bad König](#)

☎ [06063/8267100](tel:06063/8267100)

✉ [verwaltung@jwo-ev.de](mailto:verwaltung@jwo-ev.de)

🌐 [www.jwo-ev.de](http://www.jwo-ev.de)

### **Diakonisches Werk Odenwald (DW)**

The Migration Specialist Service advises adult immigrants from all countries. It provides advice on language courses, residence, everyday life and health. They can also help you with crises and dealing with the authorities. DW also offers counselling on the following topics

- Pregnancy
- dementia
- People with disabilities
- crises
- illnesses

Counselling is free of charge. Anyone who needs counselling can contact them.

### **Diakonisches Werk Odenwald (DW)**

🏠 [Bahnhofstraße 38, 64720 Michelstadt](#)

☎ [06061/96500](tel:06061/96500)

✉ [mail@dw-odw.de](mailto:mail@dw-odw.de)

🌐 [www.diakonie-odenwald.de](http://www.diakonie-odenwald.de)

### **Deutscher Caritasverband**

The **Caritas centre in Erbach** supports you with

- Life counselling
- problems
- social - legal questions
- financial problems
- Questions about pregnancy

The counselling sessions are subject to a duty of confidentiality. This means that nobody receives any information about the counselling session. The counselling is free of charge. The counselling sessions take place in Erbach, Neustadt and Reichelsheim.

### **Caritas-Zentrum Erbach**

🏠 [Hauptstraße 42, 64711 Erbach](#)

☎ [06062/955330](tel:06062/955330)

✉ [alb@caritas-erbach.de](mailto:alb@caritas-erbach.de)

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

## Ehrenamts - Agentur

The Volunteer Agency helps people to find voluntary work. By volunteering, you can make a contribution to society. Volunteering covers many areas. Most volunteers can be found in

- Sport
- culture
- Fire brigade
- education
- Environment
- Health

The volunteer agency also provides counselling. It also provides help with projects that serve a good cause. It networks voluntary work in the Odenwald. New immigrants are also supported by the Volunteer Agency.

## Ehrenamtsagentur (Landratsamt Odenwaldkreis)

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062 701185](tel:06062 701185)

✉ [engagiert@odenwaldkreis.de](mailto:engagiert@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

## Nachbarschaftshilfe Michelstadt

The association aims to facilitate contact between neighbours. It wants to be a neighbourhood helper in difficult situations. Neighbourhood Help works with everyone on a voluntary basis. The association is there for anyone who would like to work on a voluntary basis. The organisation is also there for people who are looking for support.

## Nachbarschaftshilfe Michelstadt e.V.

🏠 [Frankfurter Str. 3, 64720 Michelstadt](#)

☎ [06061 74222](tel:06061 74222) or mobile at ☎ [0160 99402027](tel:0160 99402027)

✉ [nachbarschaftshilfe@michelstadt.de](mailto:nachbarschaftshilfe@michelstadt.de)

🌐 [www.nhv-michelstadt.de](http://www.nhv-michelstadt.de)

## Voluntary refugee help

The voluntary **refugee help** centre helps with questions relating to residence in Germany. It refers people to the relevant institutions and offices. The refugee help centre also arranges various services. These can be

- Education
- language

- health
- sport
- leisure

Leisure and sport offer a good opportunity to socialise.

### Flüchtlingshilfe Bad König

🏠 [Mühlstraße 20, 64732 Bad König](#)

☎ [0151 43821913](tel:015143821913)

✉ [fluechtlingshilfe.badkoenig@t-online.de](mailto:fluechtlingshilfe.badkoenig@t-online.de)

### Refugee Aid Reichelsheim

"Round table for international understanding"

🏠 [Amselweg 5, 64385 Reichelsheim](#)

☎ [+496164 3975](tel:+4961643975)

✉ [annemarie@knichel.net](mailto:annemarie@knichel.net)

## Verbraucherzentralen

The **Verbraucher -Zentralen** in Germany are committed to improving the position of consumers in the market economy. They demand clear rules for everyone. The Consumer Centres aim to ensure that consumers can trust that they will receive the best and safest product for them. To this end, the Consumer Centres demand clear information and rights.

### Verbraucherzentrale Hessen e.V.

🏠 [Große Friedberger Straße 13-17, 60313 Frankfurt](#)

☎ [+496997201083](tel:+496997201083)

✉ [projekt-fluechtlinge@verbraucherzentrale-hessen.de](mailto:projekt-fluechtlinge@verbraucherzentrale-hessen.de)

🌐 [www.verbraucherzentrale-hessen.de](http://www.verbraucherzentrale-hessen.de)

The following hotlines are currently available for brief consultations **without** an appointment:

#### General consumer law:

☎ [+4969/25510550](tel:+496925510550)

#### Questions about nutrition:

☎ [+4969/97201046](tel:+496997201046)

To make an appointment for **legal advice**, please contact ☎ [+4969/972010900](tel:+4969972010900)

## Central Return Counselling (ZRB)

Do you want to return to your home country before the BAMF has decided on your asylum application? You don't know how to get your passport back? Do you need money for your return journey? The ZRB will advise you on how voluntary departure to your home country works. After the counselling, you decide whether you want to leave voluntarily or not.

If you return voluntarily, your departure can be organised. Some of the costs will be covered. Depending on your country of origin, you may also be able to receive a grant, start-up assistance and/or support. The counselling centres provide advice on the various options. An overview of counselling centres can be found at [www.ReturningfromGermany.de](http://www.ReturningfromGermany.de). Voluntary return can also take place after a rejected asylum application. If a third-country national who is

obliged to leave the country does not leave voluntarily within the deadline, they must bear the costs of their return themselves.

Furthermore, the state of Hesse has set up a programme for voluntary return. Further information can be [found here](#).

The return counselling centre in the Odenwald is run by the Foreigners' Registration Office.

### **Kreisausschuss Odenwaldkreis / Ausländerbehörde**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/700](tel:06062700)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

### **Debt counselling**

Some people have little money. They cannot pay their bills and have debts. The debts are getting bigger and bigger. The worries too. Debt counselling helps to solve the problem with money.

People come to the debt counselling service when they

- They can't pay for their flat
- are afraid that they will no longer have electricity at home
- are afraid they will lose their job
- Can't pay their bills
- Do not know what they have to pay
- Not knowing how they can pay for everything
- Want to get along better with their money
- Need a bank account that is attachment-proof
- This is how debt counselling helps:

We give you an overview of your debts and creditors (who gets money from you)

We negotiate with your creditors

We keep in touch with lawyers, debt collection agencies, public prosecutors, bailiffs, etc.

We limit your debt increase

We support you in word and deed

We advise you continuously to stabilise the overall situation

We initiate debt settlement within the framework of insolvency proceedings

Our offer

Free of charge for over-indebted citizens

On a voluntary basis

All your information is treated confidentially

Help for self-help, i.e. you have to cooperate

Offers of help such as drawing up a budget

AWO (Workers' Welfare District Association Odenwaldkreis e. V.)

📍 [Stadtring 168, 64720 Michelstadt](#)

☎ 06061 942341

@ [info@awo-odenwald.de](mailto:info@awo-odenwald.de)

🌐 [www.awo-odenwald.de](http://www.awo-odenwald.de)

AWO debtor and insolvency advice service  
Stadtring 88  
64720 Michelstadt

Tel.: 06061 9423-41  
Fax: 06061 9423-43

Mail: [schuldnerberatung@awo-odenwald.de](mailto:schuldnerberatung@awo-odenwald.de)

Office hours  
by arrangement

## Health

### Emergency Numbers - SOS

An emergency is an acute health hazard. Only contact the emergency medical services or rescue services if there is an emergency or acute health risk.

#### Emergency contacts

Police [110](#)

Fire emergency services, ambulance and rescue service [112](#)

Ambulance, emergency physician [112](#)

The emergency numbers of mobile phones always work, even with prepaid card without credit/money!

Important information for an emergency call

Who is calling (your name)?

Where did it happen (address)?

What has happened?

How many injured or sick are there?

What kind of illnesses or injuries are there?

Wait for questions!

Stay calm. Speak slowly and clearly so that people understand you better. Do not end the conversation. The emergency call centre / the police will end the call when all important information has been transmitted.

First aid in the event of **poisoning** is provided not only by the **emergency doctor** but also by the **poison emergency hotline**. In the event of poisoning, remember:

Keep calm!

Avoid any hasty behaviour.

You can reach the **poison emergency call centre** responsible for the Odenwaldkreis at [☎06131/19240](tel:0613119240)

Do not forget your arrival certificate/ID when you go to the hospital! If you are already registered with a health insurance company, bring your insurance card with you.

You can only go to the hospital without a medical treatment certificate if it's an emergency. At the hospital, you must show your arrival certificate/ID in order to prove that you are an asylum seeker and that the costs are covered by the Social Welfare Office.

## **Visit to the doctor**

### **General practitioners and specialists**

Are you ill? Go to your family doctor. You can choose your own family doctor. The opening hours are set by the GPs themselves. Do you want your family doctor to help you? Make an appointment.

Family doctors carry out important examinations. They are your first point of contact in case of illness. They decide on necessary medication. They decide whether a specialist examination is necessary.

Your family doctor will refer you to a specialist if necessary. They can carry out special examinations.

### **If your doctor's office is closed, the medical on-call service (telephone 116117) can help.**

You can search for emergency service practices [here](#). These are doctors who can also help outside of opening hours.

### **Paediatricians**

Paediatricians examine children. There are compulsory examinations for children. These are important for your child's health. They are to prevent illnesses in children. Children also need to be vaccinated. Vaccinations are important. They prevent children from getting certain diseases. The mandatory examinations are called "U-examinations". They are always at a certain time. They are free of charge. Please ask a paediatrician for more information. You can find paediatricians practising in the Odenwald district and neighbouring regions [here](#).

### **Dentists**

If you have a toothache, go to a dentist. You can find practising dentists [here](#).

### **Gynaecologists (women's health specialists)**

It is important that a gynaecologist examines women regularly. This way, the doctors can detect diseases early enough. This is called preventive medical check-ups. You can also discuss the topic of contraception there.

Do you need help finding a suitable doctor? Ask your circle of helpers.

Are you looking for asylum? Are you ill? Do you need to see a doctor? Then you will receive a voucher for treatment from the Social Welfare Office. With this voucher, the visit to the doctor is free of charge for you.

### **Odenwald District Committee**

#### **Asylum Office / Social Welfare Office**

📍 Michelstädter Str. 12 , 64711 Erbach

☎ 06062/701578 or 06062/701564

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

You need an operation? It is not an emergency? Then the Social Welfare Office must authorise your stay in hospital. Apply for permission before you go to the hospital. Your doctor will issue you with a certificate. The Social Welfare Office will only pay for medically necessary procedures.

### Erbach District Hospital

There is a hospital in Erbach which provides outpatient and inpatient care for the inhabitants of the Odenwald district.

#### Erbach District Hospital

🏠 [Albert-Schweitzer Street 10-20, 64711 Erbach](#)

☎ [06062/790](tel:06062790)

✉ [info@gz-odw.de](mailto:info@gz-odw.de)

If you are an asylum seeker and need to see a doctor, you will receive a treatment certificate from the Social Welfare Office. With this voucher, your visit to the doctor is free of charge. You can obtain the treatment voucher from

### Psychiatric Outpatient Clinic (PIA)

🏠 [Albert-Schweitzer-Straße 10-20, 64711 Erbach, Germany](#)

☎ [06062/795333](tel:06062795333)

✉ [PIA@GZ-Odw.de](mailto:PIA@GZ-Odw.de)

🌐 [www.gz-odw.de](http://www.gz-odw.de)

### Health complaints at night, at weekends or on public holidays

If you have a health problem and **cannot reach** your family doctor during the **usual consultation hours**, the medical **on-call service (ÄBD)** can help you. It is organised uniformly in Hesse and can be reached via the telephone number 116117. You can find more information on the [homepage of the ÄBD in Hesse](#). There you will also find information about an app that you can download. You can find the ÄBD in Erbach at the following address and opening hours:

### Ärztlicher Bereitschaftsdienst Odenwaldkreis from 01.04.2020.

🏠 [Erlenbacher Straße 57, 64711 Erbach](#)

☎ [116117](tel:116117)

Monday: 19:00 h - 07:00 h

Tuesday: 19:00 h - 07:00 h

Wednesday: 14:00 h - 07:00 h

Thursday: 19:00 h - 07:00 h

Friday: 14:00 h - 07:00 h

Saturday: 07:00 h - 07:00 h

Sunday: 07:00 h - 07:00 h

Public holidays and bridge days: 07:00 hrs - 07:00 hrs

If you have a **toothache outside surgery hours**, you can find the emergency service of the Kassenzahnärztliche Vereinigung [here](#).

### Electronic patient file (ePA)

A new digital patient file will be introduced from 15 January 2025. It is called the electronic patient file (ePA). The file stores all important health data. This includes, for example, information about your illnesses and medication.

Everyone with statutory health insurance will automatically receive the ePa. If you do not want this, you must inform your health insurance company. Otherwise the ePa will be created automatically.

Only your doctor and you can access the health data. Your data is therefore secure.

If you do not wish to use the ePA later, the data can be deleted.

Contents of the ePA:

- Important information from your doctor's visits
- You can also upload information such as height or weight yourself
- You can upload older medical documents to the ePA.
- Overview of the medication you are taking

You can specify which doctors or hospitals are authorised to access your ePA.

If you want to make changes, you can do this via the ePA app or contact your health insurance provider.

If your health card is read by a doctor or hospital, they will have temporary access to your ePA for 90 days,

use and accessibility:

You can manage the ePA via an app on your smartphone. Each statutory health insurance provider offers its own ePA app, which you can download free of charge.

If you don't have a smartphone, you can get help from pharmacies or special centres.

Legal regulations:

The introduction of the ePA will initially begin in Hamburg and North Rhine-Westphalia. It will be available throughout Germany from February 2025.

Privately insured persons can also use the ePA. However, this must be clarified with the respective insurance company.

Advantages:

The ePA facilitates communication between doctors, hospitals and other organisations. You have a better overview of your health data.

Disadvantages:

Not all documents are automatically digitised. You can ask your health insurance provider whether they will take over the digitisation.

There may be technical difficulties at the beginning because some doctors have to adapt their software.

Another problem is that there is no multilingual information. So there are no translations into other languages.

The ePA is an important step towards digitalisation in the healthcare sector. It should improve



medical care.

You can find more information here:

[FAQ of the Association of Statutory Health Insurance Physicians](#)  
[Questions and answers on the electronic patient file \(ePA\) by the KBV](#)  
[Information from the consumer advice centre about the ePA](#)

## Medication and Chemist's Shops

If you need medicine, you will get a prescription from your doctor. You can get your medication with this prescription in any chemist's shop. Even with a prescription, not all medication is free of charge. Some medication, such as antibiotics, require a prescription. Which means you cannot buy them without a prescription.

**Chemist's shops** are usually open from **Monday to Saturday**. The opening times vary according to each chemist. If you need medication urgently at night or on weekends, you will find a sign at every chemist's shop with the name and address of the chemist's shop that is available for emergency service. You can also find emergency pharmacies [here](#).

As an asylum seeker you can get lots of medication free of charge. If you **do not** have a prescription, you will **always** have to pay for the medication.

## REHA - Sport

### REHA sport

Rehabilitation sport is sport for people who, for example

- have had an accident,
- have a disability
- or have had a serious illness

It teaches you how to move better. Your doctor must determine that you need rehabilitation sport.

Rehabilitation sport is generally done in groups. The doctor's prescription usually includes 50 exercise sessions of 45 minutes each.

Rehabilitation sports are offered by fitness studios, rehabilitation and physiotherapy centres as well as sports clubs approved for rehabilitation sports.

You can find an overview of providers [here](#).

## Counselling centres

If you have problems or questions, go to a counselling centre. There are people there who know their stuff. They can also give you good tips. They won't tell anyone about the counselling. There are many counselling centres in the Odenwald for various problems. The

services are free of charge.

Counselling: alcohol, smoking and medication

**Caritas Centre Erbach**  
**Outpatient clinic for addicts**

🏠 [Hauptstraße 42, 64711 Erbach](#)

☎ [06062/955330](tel:06062955330)

✉ [sucht@caritas-erbach.de](mailto:sucht@caritas-erbach.de)

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

Counselling: drugs, medication, gambling, addiction, food

Counselling can also take place using a smart phone, laptop or tablet. The "Jitsi" app is required for this.

**DRK District Association Erbach**  
**Addiction counselling centre**

🏠 [Bahnstraße 43, 64711 Erbach](#)

☎ [06062/60770](tel:0606260770)

✉ [suchtberatung@drk-odenwald.de](mailto:suchtberatung@drk-odenwald.de)

🌐 [www.drk-odenwaldkreis.de](http://www.drk-odenwaldkreis.de)

Counselling: AIDS

The health department offers anonymous and free **AIDS counselling** . **HIV tests** are also carried out.

**District committee Odenwaldkreis**  
**HIV / AIDS counselling**

🏠 [Relystraße , 64720 Michelstadt](#)

☎ [06062/70290](tel:0606270290)

✉ [h.fehrmann@odenwaldkreis.de](mailto:h.fehrmann@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

Counselling for people with disabilities

This centre works independently and responsibly. It represents the interests of people with disabilities. The tasks of the centre are

- Information and counselling
- Help with letters to and from authorities
- Participation in projects
- Cooperation with organisations for the disabled
- Initiative - rights in the advisory board for people with disabilities

The counselling takes place

- Monday from 9.00 - 12.00 and
- Thursday from 14.00 - 17.00

### District Committee Odenwaldkreis

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062/70338](tel:06062/70338)

✉ [r.hoffmann@odenwaldkreis.de](mailto:r.hoffmann@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

Counselling: Refugees with trauma

### PZGS (Psychosoziales Zentrum für Geflüchtete Südhessen)

The counselling sessions take place here :

🏠 [Hauptstraße 42, 64711 Erbach](#)

☎ [06062/955330](tel:06062/955330)

✉ [alb@caritas-erbach.de](mailto:alb@caritas-erbach.de)

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

## Violence against women helpline

The "Violence against women" help telephone advises women. It provides information and refers people to local organisations. Counselling is provided on all forms of violence against women. Counselling is also available online via computer or mobile phone. The counselling sessions are confidential and remain anonymous. No personal data is requested on the phone or on the homepage. The helpline has interpreters for many languages. People with hearing problems can get a free translation via the website. Translations are provided into German sign language or written language.

### Help telephone "Violence against women"

☎ [08000/116016](tel:08000/116016)

✉ [alb@caritas-erbach.de](mailto:alb@caritas-erbach.de)

🌐 [www.hilfetelefon.de](http://www.hilfetelefon.de)

## Self-help - Office Odenwald

A self-help group is a group in which people with specific problems meet. People support each other and feel understood. Problems such as health or family issues are often discussed.

In the Odenwald district, the **Odenwald self-help office** organises these groups. In the [signpost](#) you will find many groups that meet on specific dates. There is a café in Michelstadt. Here you can talk and listen.

### Odenwald self-help office

🏠 [Untere Pfarrgasse, 64720 Michelstadt](#)

☎ [06061/9692290](tel:06061/9692290)

✉ [selbsthilfe.odenwald@paritaet-projekte.org](mailto:selbsthilfe.odenwald@paritaet-projekte.org)

🌐 [www.paritaet-selbsthilfe.org](http://www.paritaet-selbsthilfe.org)

## Health apps

Various health apps can be downloaded via the smartphone. These apps cover the areas of: Fitness, nutrition, health and medicine. The providers of these apps are often health insurance companies, pharmaceutical companies and IT companies.

The apps help with training or provide information about nutrition, measure medical values and save them.

A distinction is made between **"lifestyle apps"**, which help to support healthy behaviour. There are also **"service-orientated apps"** that remind you of appointments. There are also **medical apps** that are used to diagnose or treat a disease.

Medical apps must be authorised and have a CE mark.

The health insurance company can cover the costs if these apps have been tested by the Federal Institute for Drugs and Medical Devices (BfArM). You can find a list of approved apps [here](#).

Many of the apps must be viewed very critically in terms of data protection. Sensitive data is collected, stored and processed in many apps.

The breastcare app is a harmless app.

Breast cancer is the most common type of cancer worldwide. In Europe, one in eight women will develop breast cancer in the course of her life. In Germany alone, around 70,000 women are diagnosed with breast cancer every year. The earlier the disease is recognised, the greater the chance of a cure. Around 25% of cases can be prevented by adopting a healthy lifestyle. The breastcare app is science-based. It explains everything important about breast cancer in an easy-to-understand way. It also deals with the topic of early detection. You learn how important a healthy lifestyle is. The app is currently available in seven languages: Arabic, German, English, Farsi, French, Spanish and Turkish.

The breastcare app

- reminds you to palpate your own breasts with a cycle calendar
- explains self-examination step by step with illustrated instructions
- explains risk factors and symptoms and provides specific tips for a healthy lifestyle
- answers questions about medical screening examinations in Germany
- links to numerous contact points such as breast centres, integration officers or support services that women can turn to with questions
- tells stories of women affected that are encouraging

You can download the app from the Apple and Google app stores. The app is free of charge. The app can be used without collecting personal data. It is free of advertising and designed for the long term. Further information in seven languages at [breastcare.app](https://breastcare.app)

## First aid training (first aider)

First aid courses are good for practising first aid measures. With this knowledge, you are prepared for emergency situations that can occur in everyday life.

First aid training courses are often run by aid organisations. It is an advantage if the training begins in childhood and continues at school. It should then be repeated in adulthood.

Providers of first aid training courses in Germany include the Arbeiter-Samariter-Bund (ASB), the Deutsche Lebensrettungsgesellschaft (DLRG), the Deutsches Rotes Kreuz (DRK), the Johanniter-Unfall-Hilfe (JUH) and the Malteser Hilfsdienst (MHD). The DRK offers first aid courses in the Odenwald district.

DRK Erbach district organisation

### First aid training

🏠 [Bahnstraße 43, 64711 Erbach](#)

☎ [06062/607181](#)

✉ [sabine.kugelmeier@drk-odenwaldkreis.de](mailto:sabine.kugelmeier@drk-odenwaldkreis.de)

🌐 [www.drk-odenwaldkreis.de](http://www.drk-odenwaldkreis.de)

## Care

### The Pflegestütz - Punkt im Odenwald

Many old or disabled people need to be cared for. This means they need help. This could be with washing or eating. Or when they go shopping. There are many different aids available for this. The care support point explains these aids to you. The care support point tells you which aids are suitable for you. Or what the sick person in your family needs. You can ask questions there. The help there costs nothing. You can call us or drop by.

### Kreisausschuss Odenwaldkreis - Pflegestützpunkt

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062-70317](#)

✉ [pflegestuetzpunkt@odenwaldkreis.de](mailto:pflegestuetzpunkt@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

### Caring for relatives

Caring for people can be organised in different ways. For example, many people are cared for at home by relatives and/or care services. This is where **outpatient care services** support relatives. Before you commission a care service, clarify the assumption of costs with the relevant health insurance company or social welfare office. You can find an overview of outpatient care services [here](#).

If it is no longer possible to care for elderly people at home, the question of possible alternatives arises. In [retirement and nursing homes](#), people are looked after and cared for around the clock by specialised staff. Care homes are increasingly combining care requirements and living needs. They see themselves as living spaces in which there must be room for individuality and privacy. The responsible health and long-term care insurance fund will check whether inpatient care is really necessary according to the benefits of the long-term care insurance. The extent to which the care insurance funds will cover benefits depends on this assessment.

You can find an overview of retirement and nursing homes throughout Germany [here](#).

If your own financial resources and the benefits provided by the care insurance fund are not sufficient to cover the care costs or if someone does not have care insurance, the remaining costs can also be covered by social welfare. An application is required for this. The application must be submitted to the relevant **municipal or local authority**. Social welfare benefits are **not paid for the past**. An entitlement can therefore arise at the earliest from the time the social welfare office is notified of the emergency situation. It is therefore better to contact the social welfare office in good time and seek advice.

### Kreisausschuss Odenwaldkreis - Hilfe zur Pflege ambulant und stationär

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062-701584](#) or [06062-701587](#)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

## Disabilities

### Disabilities

A disability is a


- a physical
- mental or
- mental impairment of a person. The impairment must last longer than 6 months.


A disability is not an illness. A disability cannot be cured. The severity of the disability is measured as a percentage.

A **severe disability** exists if the degree of disability (GdB) is 50.

The pension office is responsible for many things in connection with a severe disability. It determines the GdB. The Versorgungsamt also issues **disability cards**.

### Hessisches Amt für Versorgung und Soziales Darmstadt (Versorgungsamt)

 [Schottener Weg 3, 64289 Darmstadt](#)

 [06151 - 7380](#)

 [poststelle@havs-dar.hessen.de](mailto:poststelle@havs-dar.hessen.de)

Disabled people enjoy special protection at work. There is also **assistance in the workplace**. The severely disabled person receives more **holiday** at work. There is also the possibility of **early retirement**. **Additional needs** can be paid for social benefits. There are also discounts on the **use of** public transport. There may also be discounts at museums and other facilities.

The **severely disabled person's pass** shows the **degree of disability** and contains **special features**. These marks mean

#### "G" for considerable walking disability

"G" means that the disabled person has considerable difficulty in manoeuvring in traffic. The requirement is:

- The person cannot walk a distance of 2 km within half an hour

#### "aG" for exceptional walking disability

"aG" stands for people who can only move outside their car with the help of others or only with great effort.

#### "Bl" for blindness

"Bl" applies to people whose visual acuity is not more than 2% in either eye.

#### "Gl" for deafness

"Gl" applies to people who are deaf or cannot communicate well despite hearing aids.

#### "B" for the need for constant assistance

"B" is awarded to people who, due to their disability, are always dependent on assistance when using public transport. It is important to know whether assistance is regularly required when

getting on and off the bus or when travelling by public transport. Assistance may also be required to compensate for disorientation. In addition, there must be a GdB of at least 50 and the mark "G", "H" or "GI".

### **"H" for helplessness**

"H" is awarded if assistance is required for at least two hours a day for at least three daily tasks. Work that is not directly related to the person, such as housework, does not play a role here.

### **"RF" for exemption from the licence fee obligation**

If someone is no longer able to leave their home due to their disability, the requirement for exemption from licence fees is met. As long as they are able to attend a public event with the help of aids and a person, they **do not** receive the "RF" mark.

### **"VB" for those entitled to care**

Anyone who is entitled to benefits under the Federal Pension Act due to a reduction in earning capacity of at least 50% receives this entry.

### **"EB" for victims of National Socialist persecution**

with a GdB of at least 50 and claims under the Federal Compensation Act.

The **representative for people with disabilities** in the Odenwald district is an **independent, voluntary advice centre and representative of** people with disabilities with the aim of achieving the greatest possible self-determination and independence through

- Information and counselling
- Assistance with correspondence
- Participation in public projects
- Cooperation with disability organisations
- Right of initiative in the advisory board for people with disabilities

The **office hours** are **Mondays from 9.00 - 12.00** and **Thursdays from 14.00 - 17.00:**

### **Kreisausschuss Odenwaldkreis**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062 - 70338](tel:06062-70338)

✉ [r.hoffmann@odenwaldkreis.de](mailto:r.hoffmann@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

The youth welfare office of the Odenwald district supports children, young people and their families with integration assistance if children and young people have a mental disability.

### **Kreisausschuss Odenwaldkreis Jugendamt**

🏠 [Helmholtzstraße 3, 64711 Erbach](#)

☎ [06062-70400](tel:06062-70400)

✉ [k.glabisch@odenwaldkreis.de](mailto:k.glabisch@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

The **Integration Specialist Service (Integrationsfachdienst, IFD)** provides advice on issues relating to illness, disability and vocational rehabilitation and supports people in overcoming problems in the workplace. Appointments take place promptly, free of charge and by telephone appointment.

### **Diakonisches Werk Odenwald**

🏠 [Bahnhofstraße 38, 64720 Michelstadt](#)

☎ [06061/96500](tel:0606196500)

✉ [mail@dw-odw.de](mailto:mail@dw-odw.de)

🌐 [www.diakonie-odenwald.de](http://www.diakonie-odenwald.de)

## Hospice and palliative care

"Medicine" is another word for drug or medicine.

But it also means something else: it means the treatment of sick people.

Palliative medicine is a special way of treating sick people.

Doctors normally try to make their patients well. But sometimes that is no longer possible. A person can be so ill that nobody can help them any more. They are then terminally ill. That means they will die.

These patients often have many problems. For example:

- They are in pain
- They are afraid of dying
- They are sad

This medicine aims to help terminally ill patients feel as well as possible. And that the time until death is as comfortable as possible for them.

Palliative medicine is available in various places.

For example:

- In the hospital,
- in a nursing home,
- or in a hospice.

A hospice is a special facility. They only look after patients there, who will soon die.

You can find offers for hospice and palliative care [here](#).

## Nutrition

### Nutrition:

Consumers in Germany are offered a wide range of healthy foods. Healthy food is a pleasure. A good diet is the best recipe for good health. Diet and exercise are linked. People who move a lot consume more energy.

Here you will find the 10 rules of the German Nutrition Society:

1. Food - enjoy variety! Make the most of food variety. Choose predominantly plant-based foods.
2. Vegetables and fruit - have 5 a day! Enjoy at least 3 portions of vegetables and 2 portions of fruit a day.
3. Choose wholemeal ! When it comes to cereal products such as bread, rice, pasta and flour, the wholemeal variety is the best choice for your health.



4. Supplement your diet with animal products! Eat milk and dairy products such as yoghurt and cheese every day. Fish once or twice a week. If you eat meat, then no more than 300 - 600 grams per week.
5. Favour vegetable oils such as rapeseed oil and fats made from it. Fat is often found in processed foods such as sausages, pastries, confectionery, fast food and convenience products.
6. Cut down on sugar and salt! Foods and drinks with sugar are not good. Avoid them as far as possible and use sugar sparingly. Cut down on salt and reduce the proportion of salty foods. Season creatively with herbs and spices.
7. It is best to drink water or other calorie-free drinks such as unsweetened tea! Drink around 1.5 litres of water a day.
8. Cook food as long as necessary and as short as possible with as little water and fat as possible. Avoid burning food when frying, grilling, baking and deep-frying.
9. Eat mindfully and enjoy
10. Watch your weight and keep moving.

The Federal Ministry of Food and Agriculture provides further information [here](#).

### **Tafel Erbach - Michelstadt**

In Germany, food from stocks with an approaching best-before date, baked goods from the previous day, seasonal items, overproduction, incorrectly packaged goods or fruit and vegetables with minor blemishes are often thrown away.

The food banks in Germany want to compensate for this. They collect this surplus food from retailers and manufacturers and distribute it to socially and economically disadvantaged people, either free of charge or for a symbolic amount.

An idea that benefits everyone involved: Food retailers and manufacturers assume social responsibility and those in need receive high-quality food for little money or even free of charge - as well as motivation for the future. At the same time, the amount of waste produced is reduced in favour of the environment and valuable resources are conserved.

### **Tafel Erbach - Michelstadt e.V.**

🏠 [Stadtring 88, 64720 Michelstadt](#)

☎ [06061-703508](tel:06061-703508)

✉ [reinhold.ruhr@web.de](mailto:reinhold.ruhr@web.de)

🌐 [www.erbach-michelstädter-tafel.de](http://www.erbach-michelstädter-tafel.de)

## **Mobility**

You can reach many places around your home by public transport. You can also travel by bike. Cycling is inexpensive and environmentally friendly.

### **Public transport**

To get to your destination in the Odenwald, you can use public transport. These are buses and trains in the Odenwald.

You need a valid ticket for every journey. If you do not buy a ticket and are checked, you will pay a heavy fine.

You can buy tickets from the ticket machines at the stations, on the bus or via your mobile phone. You can also obtain tickets from:

### RMV-MobilitätsZentrale Michelstadt

🏠 [Hulster Straße 2, 64720 Michelstadt](#)

☎ [06061-979988](tel:06061-979988)

✉ [mobiz@odenwaldmobil.de](mailto:mobiz@odenwaldmobil.de)

🌐 [www.odenwaldmobil.de](http://www.odenwaldmobil.de)

### Guaranteed mobile!

Another service is "Garantiert Mobil!". This is a timetable and fare information service. You can book journeys here - around the clock and regardless of the day of the week. You can also post your journeys on this portal and contact fellow travellers.

🌐 [www.odenwaldmobil.de](http://www.odenwaldmobil.de)

### Bicycle

It is often worth buying a bicycle. It's cheaper than travelling by public transport.

Here are a few important rules for cyclists:

- Always ride on the right-hand side of the road.
- Only ride one behind the other.
- If there is a cycle lane, you must ride on the cycle lane (only on the right-hand side of the road in the direction of travel).
- Children up to the age of 11 may use the footpaths with their bicycles.
- You are not allowed to use a mobile phone while riding.

Pay attention when buying. Your bike must be roadworthy. Otherwise you will have to pay a fine if you are stopped by the police.

### You can find volunteer bicycle repair shops:

#### AWO Bad König

🏠 [Schulstraße 7, 64732 Bad König](#)

☎ [06063-9519290](tel:06063-9519290)

✉ [l.schroeder@awo-odenwald.de](mailto:l.schroeder@awo-odenwald.de)

🌐 [www.awo-odenwald.de](http://www.awo-odenwald.de)

### Car

Before you are allowed to drive your car on the roads in Germany, it must be registered for road traffic.

### Odenwaldkreis district council - registration office

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062-70 315](tel:06062-70315)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

You can also register your vehicle **online** [here](#).

You must pay motor vehicle tax when you register your vehicle. The Darmstadt main customs office is responsible for paying this tax. Further information can be found [here](#).

Anyone wishing to drive a motor vehicle on public roads in Germany requires a **driving licence**. The driving licence is issued for certain categories and is evidenced by a driving licence.

The local driving licence authority in the Odenwald district is responsible for all matters relating to driving licences.

Identification documents must be presented for all matters.

### **Odenwaldkreis district committee - driving licence authority**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062-70 470](tel:06062-70470)

✉ [fahrerlaubnisbehoerde@odenwaldkreis.de](mailto:fahrerlaubnisbehoerde@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

Furthermore, cars and other means of transport in Germany must undergo a regular **periodic main inspection** (abbreviation: **HU**, colloquially known as TÜV). This is intended to ensure that vehicles comply with regulations. There are various statutory regulations that stipulate technical inspections at regular intervals.

These main inspections are carried out by state testing organisations. The **vehicle owner** is **responsible** for arranging this inspection. You can find providers for the general inspection at car dealerships, testing organisations, engineering offices for vehicle technology and vehicle experts.

### **Deutschlandticket and Hessenpass mobile**

With Deutschland-Ticket you can use many means of transport in Germany for €49.00 per month. The ticket is only available as a subscription. It can be cancelled monthly.

The Deutschlandticket can be purchased online, via app or in a local shop.

[www.deutschlandticket.de](http://www.deutschlandticket.de)

[RMV transport association](#)

The Deutschlandticket is not valid on IC, ICE and EC trains.

The Deutschlandticket is cheaper for recipients of social benefits and asylum seekers. It is then called "Deutschlandticket mit Hessenpass mobil"

[Flyer RMV Hessenpass-mobil](#)

### **Liability insurance**

Have you caused damage to a person without intending to do so? This could be a road traffic accident. Or your child has broken a window pane with a ball. Then you must pay compensation in Germany according to the law. This applies to personal injury, property damage and financial losses in the private sector.

In Germany, you can take out private liability insurance. The insurance pays for these damages for you and your family/children. You can decide for yourself whether you want to take out this insurance. However, we strongly recommend it.

💡 Your helper organisation can help you find a good offer for personal liability insurance.

You can also find valuable tips on the website of the [consumer advice centre](#).

## Internet and Free WIFI

### Mobile Internet

You have mobile Internet on your mobile phone. This is very practical. You can search for something on the Internet while travelling. You can also search for an address. The Internet costs money. It is best to have a contract. This contract can be a fixed-term contract or a prepaid contract. You do not need internet to use Integreat.

### WLAN at home

If you want to have Internet in your own home, you need a router. There are various companies that can sell you a router and a contract. The best place to find out more is your local help centre.

### Public, free WLAN hotspots in the Odenwald

Free WLAN is available at several locations in the Odenwald. You can surf the internet there with your own device.

[Sparkasse Odenwald](#) offers free WLAN hotspots in all branches.

Free access in the service area of [Volksbank Odenwald](#) is available in the branches in Bad König, Beerfelden, Erbach/Hauptstraße, Erbach/Neckarstraße, Höchst, Michelstadt and Reichelsheim.

The [youth hostels](#) in Erbach and Breuberg also have free WLAN.

The supermarket chain [REWE](#) also offers free WLAN in its supermarkets in Bad König, Brensbach, Erbach, Höchst and Michelstadt.

[Netto Marken-Discount](#) also offers free WLAN access in all its shops. This is available to all customers during opening hours.

You can also surf for free at various [railway stations](#) in the Odenwald.

You can use the free WLAN for one hour at all [DM drugstores](#) throughout Germany.

[McDonald's](#) in Michelstadt also has free WLAN access

As an asylum seeker in Germany, you are not legally entitled to Internet access (WIFI) in your accommodation. Therefore, there is usually no WIFI (WLAN) in the accommodation. If there is a telephone connection in the accommodation, it is possible for you to conclude a contract for WLAN yourself. Ask your circle of helpers to help you choose a good contract. Talk to the people living in the accommodation about payment beforehand. Consider whether a contract that you can cancel at any time is better than a contract that is valid for a long time (e.g. 2 years). Before signing the contract, ask your accommodation provider whether Wi-Fi is technically possible at all and how you can give the technician access.

## Current account

Would you like to pay money via a bank? Then you need a current account. Your money is always available in your current account. Would you like to withdraw money from your account?

Or would you like to make cashless payments? Then you need to have enough money in your account. Otherwise you will have to pay interest to the bank.


With a current account you can:


- Make transfers
- Receive cashless payments (payments from public offices / authorities / social benefits are often only transferred to a current account)
- Set up standing orders
- Participate in direct debits
- Cashing cheques, making cashless payments with the EC/Maestro card
- Withdraw cash at the bank counter or at an ATM
- Print out your account statements

### Opening an account

Decide which bank you would like to have an account with. Make an appointment to open an account. Please bring one of your legitimisation documents with you. This includes your proof of arrival, residence permit or identity card. If no current address is noted on the legitimisation document, please also bring a registration certificate or a comparable document.

- You have opened the account. You will then receive an EC card with a four-digit PIN code by post. Sign the back of the EC card and memorise the PIN code. You will need the PIN code for cashless payments. You will need the PIN code for cash withdrawals at ATMs. **Always keep your card and PIN-Code separate!**
- Withdraw money from your bank's ATMs. Then the withdrawal costs nothing. If you enter the PIN code incorrectly three times, the bank will withdraw your card and block it. In this case, you must ask your bank.
- Have you lost your EC card? Has your EC card been stolen? Then have the EC card blocked immediately. Tell them your sort code and account number. Then ask your bank for a new EC card.

 [116116](tel:116116)

 Around the clock.

Different banks offer current accounts with different conditions. Find out exactly how much a current account costs each month. Compare the services offered by the bank. If you do not speak German or English, please bring an interpreter with you. If you need help using your EC card correctly, ask your helper organisation.

## Contracts and mobile phones

### Contracts

**Particularly important:** Never sign anything that you do not understand or cannot read. Otherwise you may end up signing a contract or agreement under which you have to pay something. It is sometimes very difficult to undo this. Always check and compare several offers and take your time to decide. Do not allow yourself to be pressurised into signing anything.

### Mobile phone

There are two different mobile phone contracts in Germany: **Prepaid contract** and **fixed-term contract**. The prepaid contract has no fixed contract term. A fixed-term contract has a

minimum contract period. This contract is automatically renewed if you do not cancel it. If you do not want the contract to be renewed automatically, you must cancel in writing. Pay attention to the deadline.

### 10 important questions when concluding a contract:

- How high is the basic fee? Does the fee increase after a certain period of time?
- Is there a minimum monthly turnover (minimum costs per month)?
- How long is the contract for (e.g. 12 or 24 months)?
- If I do not cancel the contract, will it be automatically renewed?
- When do I have to cancel if I don't want to extend the contract?
- How much does it cost to set up, switch and deactivate?
- What is the billing cycle (60/1, 10/10)?
- How much does a minute cost (external/own network)?
- How much does a mobile phone with a contract cost and how much does a mobile phone without a contract cost?
- How much does Internet cost?
- How much do international calls cost?

💡 Ask your circle of helpers for help in choosing and concluding a good contract.

### Radio and TV

Independent reporting is very important. Germany has independent radio, television and online programmes. ARD, ZDF and Deutschlandradio offer this. They report free from economic and political influences. Everyone pays money for this. This is called the licence fee.

The law stipulates that a licence fee must be paid for every home in Germany. However, only one person per home has to pay the licence fee. This costs €18.36 per month. The money must be paid to the ARD, ZDF and Deutschlandradio contribution service. Further information can be found in the following [information sheet. Here](#) in plain language. Alternatively on the [broadcasting licence fee](#) website. The website is available in several languages.

Some people can be exempted from paying the licence fee. For example, if you receive benefits under the Asylum Seekers' Benefits Act or other social benefits. An application must be submitted for exemption from the licence fee.

You can find the application for exemption [here](#).

### Taxes and tax returns

Taxes are important. They provide the state with money for public spending. It can be used to build roads. It pays for teachers and the police. It finances many important things.

You pay taxes everywhere:

When you go shopping, when you eat out, when you fill up with petrol. That's the sales tax.

And when you work. That's income tax.

Are you employed? Then your employer has already deducted your taxes.

Are you self-employed? Then you have to pay tax on your income yourself.

### **Tax identification number (tax ID)**

The tax ID is a number and is used for income tax purposes. The number is always valid for you. The authorities can always identify you with this number. Your place of work needs this number. You do not have this number? You can obtain it in person from the city or municipal administration. Or by filling in a form at the [Federal Central Tax Office](#).

Tax IDs are also issued to refugees. This is done automatically. The allocation is triggered by the registration at the responsible registration office of the place of residence.

The allocation is purely for tax reasons. The number does not provide any information about your status. It does not contain any information about your residence title or work permit.

💡 If you need help with your tax return, it is best to contact the [local income tax association in Michelstadt or Höchst](#).

If you have further questions, the tax office can also help you:

### **Finanzamt Michelstadt**

🏠 [Erbacher Str. 48, 64720 Michelstadt](#)

☎ [06061-780](#)

✉ [Contact form Michelstadt tax office](#)

🌐 [Michelstadt tax office website](#)

If you have received benefits from government agencies such as the job centre, social welfare office or youth welfare office that you are not entitled to, you must **repay** these benefits. You will receive a corresponding notice. The district treasury of the Odenwaldkreis is responsible as the enforcement authority for claims from the Odenwaldkreis and municipalities.

### **Kreisausschuss Odenwaldkreis / Finanz- und Rechnungswesen**

🏠 [Michelstädter Str. 12, 64711 Erbach](#)

☎ [06062-70329](#)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odewaldkreis.de](http://www.odewaldkreis.de)

## **Living**

### **Find a flat**

You can find flat offers on internet portals, in newspapers or from estate agents. The number of rooms in the adverts only includes the living rooms and bedrooms. The kitchen and bathroom are counted separately. Furniture and electrical appliances are often not included in the rent. The rent is made up of the basic rent and ancillary costs. Service charges include electricity, heating, water and rubbish. You must clarify in advance how the ancillary costs are made up. Only then should you sign the tenancy agreement. Landlords often ask for a deposit before you move in. This can be up to three months' rent. When you move out of the flat, you will receive the deposit back with interest. If there is damage to the flat, the damage will be offset against the deposit.

Important abbreviations for adverts:

Whg. = flat  
App. = Apartment  
WG = shared flat  
Zi. = Room  
ZM = Intermediate rent  
ZKB = room-kitchen-bathroom  
EG = Ground floor  
1st floor = 1st upper floor  
Living area = Living space  
EBK = Fitted kitchen  
part-furnished = partially furnished  
incl. = inclusive  
MM = rent per month  
NK = additional costs  
HK = heating costs  
Deposit = deposit

When you move into a flat, you must register with the residents' registration office in your [municipality](#). You must do this yourself. You must present your passport here. You will receive a registration certificate there. You will also need this to open a bank account.

## Housing benefit

If you and your family do not earn enough money, you can find out about housing offers from your local authority. If you receive money for yourself and your family from the state, you do not usually need to apply for housing benefit. Please find out in good time **before** signing a tenancy agreement whether the costs will be covered by the social welfare office or the job centre.

### Odenwaldkreis District Committee - Housing Benefit Office

🏠 [Helmholtzstraße 1, 64711 Erbach](#) /

Postal address: Michelstädter Str. 12, 64711 Erbach

☎ [06062-700](tel:06062-700)

✉ [info@odenwaldkreis.de](mailto:info@odenwaldkreis.de)

🌐 [www.odenwaldkreis.de](http://www.odenwaldkreis.de)

## Waste separation

In Germany, waste must be separated. Please adhere to waste separation, as a large proportion of waste is reused and it is an important part of environmental protection.

### Yellow bag:

Please only use the yellow bag for packaging made of metal, plastic and composites of several materials that bear the "Green Dot".





The packaging must be empty, but does not have to be washed.

Metals are e.g. cans, aluminium trays and foils.

Plastics are e.g. bags, films, containers for washing-up liquid and detergents, cups for dairy products, margarine, foams for fruit and vegetables.

Composites are e.g. beverage and milk cartons, vacuum packaging

You can find out where you can get yellow bags on the [RESO](#) website.

The yellow bags are collected once a month. You can find the exact dates for your location [here](#).

### **Blue bin:**

The blue bin is only for paper: books, newspapers, catalogues, envelopes, paper bags, boxes, brochures, cardboard, cartons.

Wallpaper waste does not belong in the blue bin but in the residual waste bin.

The blue bin is emptied once a month. You can view the exact collection schedule for your place of residence [here](#).

### **Green bin:**

The green bin is for organic waste such as kitchen waste: Vegetables, fruit scraps, potato peelings, food waste, eggshells, tea bags, coffee filters flowers etc.

The green bins are checked when they are emptied. Foreign materials such as glass, plastic or metal are left in the bin. Only use paper sacks or paper bags and newspaper to line the bins.

Garden waste, tree, shrub and lawn cuttings do not belong in the organic waste bin. There are places for this at the building yards or at the [central composting plant](#) in Kirchbrombach. The delivery and disposal of green waste and compost is free of charge.

The green bin is emptied weekly. You can view the exact collection schedule for your location [here](#).

### **Waste glass:**

There are containers for used glass in the municipalities. Glass panes and mirrors belong in the residual waste, not in the containers! Please remove corks, screw caps etc. beforehand and dispose of them in the yellow bag. Corks in the collection containers.

### **Residual waste bin:**

All waste that cannot be recycled belongs in the black bin. This includes light bulbs, Hoover bags, bones, cat litter, nappies, sanitary towels, tampons, wallpaper, candles, wax, dried paint, coal, rubber, plastic folders, toothbrushes, carpet remnants, porcelain, ceramics.

The lid of the bin must always be completely closed, otherwise there will be problems emptying it. If you ever have more rubbish, you can buy rubbish bags from your [local authority](#) and add them to the residual waste bin.


The black bin is emptied every 2nd week. You can view the exact collection schedule for your location [here](#).


### **Old electrical appliances:**

Old electrical appliances are collected separately from bulky waste in the Odenwald district and recycled. Small appliances up to the size of a television can be handed in at your local building yard. Large appliances can be taken directly to the AWO Integra Bildung gGmbH recycling centre or registered for collection using a card or via [the Internet](#).

### **AWO Integra Bildung gGmbH recycling centre**

Industrial park Hüttenwerk

 [Unterer Hammer 3, 64720 Michelstadt](#)

 [06061 - 94450](#)

 [www.mzvo.de](http://www.mzvo.de)

### **Used clothing:**

There are used clothing and shoe containers in the municipalities. Clean, still wearable clothing of all kinds, underwear, towels, bed linen, curtains, woollen blankets, shoes (tied together in pairs), handbags etc. are needed. To protect the clothing, use the garment bags and do not place anything next to the container.

### **Bulky waste:**

Bulky waste can be requested from [RESO](#) twice a year as required. The quantity is limited to 2 cubic metres each time. The request must be made in writing by card or via the Internet. You will also be informed of the collection date in writing. Typical bulky waste: mattresses, armchairs, sofas, cupboards, tables, chairs, shelves and other utility items, excluding glass and mirrors.

Bulky waste does not include fixed fixtures in the house such as windows, doors, WCs, bathtubs and washbasins. Outdoor wood such as fences or palisades are also not included.


### **Batteries:**


Small batteries and rechargeable device batteries can be disposed of free of charge in the collection containers provided by retailers and local authorities.

Starter batteries can be disposed of free of charge directly at the

**recycling centre of AWO Integra Bildung gGmbH**

Hüttenwerk industrial estate:

 [Unterer Hammer 3, 64720 Michelstadt](#)

 [06061 - 94450](tel:06061-94450)

 [www.mzvo.de](http://www.mzvo.de)

### **Hazardous waste:**

Hazardous waste is hazardous to health, air or water due to its nature. They must be disposed of in an environmentally friendly manner. In the Odenwald district, the Schadstoffmobil collects the following hazardous waste twice a year free of charge:

Varnishes, paints, thinners, wood preservatives, impregnating agents, rust inhibitors, oil-contaminated operating materials, cosmetics, nail varnish, nail varnish remover, spray cans with residual contents (empty yellow bag), glues and adhesives, fillers, photographic chemicals, laboratory chemicals, acids, alkalis, household cleaners, lime removers, paint strippers, brush cleaners, plant and insect repellents, fertilisers.

You can find the pollutant mobile's dates for your location in your [collection calendar](#).

### **Cork:**

Cork is light, elastic, flame-retardant and buoyant. Cork absorbs shocks, insulates and seals.

This natural product is too good for a single use. For recycling, the corks are crushed by workshops for the disabled and can then be used in house construction, as thermal insulation or soundproofing, as well as an additive for clay bricks and plasters. There are collection bins for corks in the [local authorities](#).


### **Fluorescent lamps:**


Fluorescent lamps, energy-saving lamps and compact fluorescent lamps are hazardous waste due to their pollutant content and must **never** be disposed of in the residual waste bin.

Collection points for these lamps have been set up at the building yards and at the **recycling centre of AWO Integra Bildung gGmbH**.

**Recycling centre of AWO Integra Bildung gGmbH**

Gewerbepark Hüttenwerk

 [Unterer Hammer 3, 64720 Michelstadt](#)


 [06061 - 94450](tel:06061-94450)

 [www.mzvo.de](http://www.mzvo.de)


## Energy and environment

You need gas and electricity for your home. You use these to operate various appliances. You probably cook with electricity or gas. Your washing machine also needs electricity. And your mobile phone anyway. Some appliances consume more than others. That's why you should always pay attention to energy consumption when buying a new appliance. Many appliances draw power in standby mode even though they are actually switched off. The best antidote is a switchable power strip. With just one click, several appliances can be disconnected from the power supply.

In many houses, the heating works with gas. You often pay your supplier monthly in advance. Then the bill is recalculated once a year. Sometimes you have to pay extra. Sometimes you get money back. If electricity and gas are expensive, it's worth saving money every month. Then you will have enough money if you have to pay extra.

 If you use energy sparingly, you will save money. It's also good for the environment. You can also read about how to heat, ventilate and save energy properly [here](#).


You mainly need water in the bathroom. But also in the kitchen, for cooking and washing up. Saving water pays off in several ways. You will pay less for water, waste water and the energy used to heat the water.

 Tips for saving water: Install an energy-saving shower head. Take a shower instead of a bath. Repair dripping taps. Install a flush stop button in the toilet.

You can find more tips and useful information at the [consumer advice centre](#).

## Buying new appliances

Always pay attention to the energy label when buying new appliances. This shows you how efficient the new appliance is. The energy label can be found on a wide variety of products. For example, on light bulbs, washing machines, televisions and heaters. Energy efficiency classes and information on product features such as electricity and water consumption or volume make it easy to compare different appliances. Energy-efficient appliances can save several hundred euros per year.

 There is an app for the energy label. It helps to compare energy-relevant information on selected products. The app provides further information on the efficient use of appliances. The app is available free of charge in German and English in [Google Play](#) and the [Apple App Store](#).

## Libraries

In the library you can:

- Read books and newspapers
- play parlour games
- spend time





- use the Internet
- talk to people

The library is open to everyone.





You can borrow items with a library card. This means that you can take the items home with you. After a certain time, you have to return the items. There are books, CDs, films, games and Tonies.

There is a library here in the Odenwald:

### **Bücherei Erbach**

 [Hauptstraße 56, 64711 Erbach](#)  
 [06062/809351](tel:06062/809351)  
 [stadtbuecherei@erbach.de](mailto:stadtbuecherei@erbach.de)  
 [www.erbach.de](http://www.erbach.de)




### **Erbach library**

 [Hauptstraße 42, 64711 Erbach](#)  
 [06062/62556](tel:06062/62556)  
 [info@koebErbach.de](mailto:info@koebErbach.de)  
 [www.bistummainz.de](http://www.bistummainz.de)

### **Bücherei "Lesespaß"**

 [D´Orvillestraße 22, 64720 Michelstadt](#)  
 [06061/7062433](tel:06061/7062433)  
 [info@Koeb-Michelstadt.de](mailto:info@Koeb-Michelstadt.de)  
 [www.koeb-michelstadt.de](http://www.koeb-michelstadt.de)





### **Bücherei Michelstadt**

 [Einhardspforte 3, 64720 Michelstadt](#)  
 [06061/12491](tel:06061/12491)  
 [www.michelstadt.de](http://www.michelstadt.de)

### **Bücherei "Blickpunkt"**

 [Otto - Kahn- Haus, Hermann-Kahn-Weg, 64739 Höchst](#)  
 [06061/7062433](tel:06061/7062433)  
 [info@Koeb-Michelstadt.de](mailto:info@Koeb-Michelstadt.de)  
 [www.koeb-michelstadt.de](http://www.koeb-michelstadt.de)

### **Bücherei Lützelbach**

 [Maihohl 3, 64750 Lützelbach](#)  
 [06163/4294](tel:06163/4294)  
 [ev.kirchengemeinde.hoechst@ekhn.de](mailto:ev.kirchengemeinde.hoechst@ekhn.de)  
 [www.evangelisch-hoechst.ekhn.de](http://www.evangelisch-hoechst.ekhn.de)

## **Lesbian, gay, bisexual, trans\* and inter\* (LGBTI)**

Many different people live together in Germany. They have different religions. They are different genders. They come from different countries. They have different political views. All these people live together peacefully. They have the same rights.

This also applies to people of different sexual orientation or gender identity: this includes lesbians, gays, bisexuals as well as transgender and intersex people. In short, they are called LSTBI. They have the same rights in Germany as other people.

There are three genders in Germany. These are "male", "female" and "diverse". Transgender people can change their gender in Germany. They can also have their name changed. Women are allowed to love and marry other women in Germany. Men are allowed to love and marry other men in Germany.

Many LGBTI people have fled to Germany because they were persecuted in their home country. Are you a refugee and lesbian, gay, bisexual, transgender or intersex? Then you can contact one of the many LGBTI organisations in Germany. There you will find support, social contacts and information. You can find their contact details at the LSVD project "Queer Refugees Deutschland". You will also find further information:

Lesbian and Gay Association in Germany (LSVD)

Project "Queer Refugees Germany"

 [www.queer-refugees.de](http://www.queer-refugees.de)

 [queer-refugees@lsvd.de](mailto:queer-refugees@lsvd.de)