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Training and work

Internship

Information about internship

An internship is a temporary position. This means that interns work in a company or organisation for a limited period of time. Interns agree the duration together with the company or organisation.

💡 Since an internship is considered employment, a work permit is required.

Whether you receive money during an internship depends on several factors. For example, the type of internship, the duration or the industry.

💡 You are entitled to payment if you are older than 18 and the internship lasts longer than three months. In these cases, the minimum wage applies. Compulsory internships that are prescribed by school or university do not have to be paid.

An internship has these advantages:

- You learn about professions and fields of activity. You can see which profession is right for you.
- You get to know companies and organisations. You see whether you want to work there.
- The company or organisation gets to know you. This may result in a job or apprenticeship after the internship.

Good to know:

- You are not entitled to holiday during a compulsory internship. In a voluntary internship, it is possible to take holiday if the internship lasts more than 4 weeks.
- You are entitled to a work placement certificate. This means that the company or organisation must issue an internship certificate. The internship reference is important. It helps later when applying for an apprenticeship or a job.

How do I find an internship?

There are many ways to find an internship:

- Ask a company or organisation directly in person.
- Send an application to a company or organisation.
- Apply for advertised internships via websites, for example:
 -  [IHK Apprenticeship Exchange & Internship Exchange](#)
 -  [Springboard Bavaria](#)

sprungbrett bayern - Your direct route to an internship

Sprungbrett Bayern offers internships in many professions. Whether for school or during the holidays - you can try out a profession that interests you. An internship helps you to find your way and you can get to know people who can help you later on.

Check here to see if you can find something suitable:

Training

Dual education

The dual training programme

The dual training programme takes place at a vocational school and in a company. You learn in the company and at school. You will also receive money during your apprenticeship.

Main school Marktoberdorf

State vocational school Ostallgäu
Peter-Dörfler-Str. 20
87616 Marktoberdorf



[+490834289720](tel:+490834289720)

Branch office Füssen

State Vocational School Ostallgäu
Dr.-Enzinger-Str. 7
87629 Füssen



[+498362939890](tel:+498362939890)

Further information here: www.bsoal.de

Vocational school Kaufbeuren

Josef-Fischer-Str. 3
87600 Kaufbeuren



[+4983419093150](tel:+4983419093150)



verwaltung@bs-kf.de

This video explains dual vocational training:

[Dual training](#), [Dual training in Arabic](#)

Depending on the profession you would like to learn in the dual training programme, you should contact the appropriate office:

- **Chamber of Crafts (HWK) Swabia**

The Chamber of Crafts (HWK) is responsible for skilled trades. Here you can learn professions such as confectioner, technical product designer, hearing aid technician or optician. But also classic professions such as motor vehicle mechatronics technician, carpenter, electronics

technician, bricklayer and many more. The Swabian Chamber of Crafts will help you if you have any questions about an apprenticeship or internship. They also offer support for migrants and refugees.

Chamber of Crafts (HWK) Swabia
Siebentischstraße 52 - 58
86161 Augsburg
Marcos Pangestu (Welcome counsellor)



[+4982132591328](tel:+4982132591328)



marcos.pangestu@hwk-schwaben.de



[HWK Swabia](#)

You can find a list of vacant apprenticeships in the skilled trades here: [Apprenticeship radar](#)

- **Swabian Chamber of Industry and Commerce (IHK)**

The Chamber of Industry and Commerce (IHK) is responsible for professions in industry, trade and the service sector. Here you can learn professions such as plant mechanic or wholesale and foreign trade clerk. The IHK Schwaben will also help you if you would like to do an apprenticeship or internship.

Swabia Chamber of Industry and Commerce (IHK)
Stettenstraße 1+3
86150 Augsburg
Ibrahim Rahimi



[+49821316214 11](tel:+4982131621411)



ibrahim.rahimi@schwaben.ihk.de

Vocational schools

Full-time training at a vocational school

In Germany, you can do an apprenticeship in one of two ways: a dual apprenticeship or a full-time school-based apprenticeship at a vocational college. In full-time school-based training, you learn the profession without an apprenticeship in a company. This training

usually lasts two to three and a half years. The lessons are full-time. You learn job-related subjects and other subjects that are important for general knowledge.

The vocational schools differ in these aspects:

- Which professions are offered
- Which conditions you have to fulfil to be accepted
- How long the training lasts
- What other educational opportunities are available

It is therefore important to obtain detailed information from each school.

Vocational schools in the Ostallgäu and Kaufbeuren districts:

State vocational school for metal technology Füssen

State Vocational School Ostallgäu
Dr.-Enzinger-Str. 7
87629 Füssen

■ [+498362939890](tel:+498362939890)

State Vocational School for Nutrition and Supply Marktoberdorf

State Vocational School Ostallgäu
Peter-Dörfler-Str. 20
87616 Marktoberdorf

■ [+49834289720](tel:+49834289720)

State Vocational School for Child Care Kaufbeuren

Adolph-Kolping-Str. 3
87600 Kaufbeuren

■ [+4983419093140](tel:+4983419093140)

State Vocational School for Glass and Jewellery Kaufbeuren

Dürerweg 5
87600 Kaufbeuren-Neugablonz

■ [+498341961230](tel:+498341961230)

Vocational school for nursing in Kaufbeuren (from the district of Swabia)

Kemnater Street 16
87600 Kaufbeuren

[+498341725503](tel:+498341725503)

VerA Plus - Improving training success

What does VerAplus mean?

VerA stands for improving training success.

How does VerAplus help?

VerAplus provides you with a coach who accompanies you through your training. He is retired and helps you, for example, with problems at vocational school or in the training company. He does this in his free time and on a voluntary basis.

What does VerAplus support cost?

The service is free of charge for you.

This is a **free** service for anyone who encounters difficulties before or during their training. On request, the young people can be supported by senior experts. The senior experts have a lot of professional and life experience. They are specially trained for their support role. They use their life and professional experience to support the young people. The support is versatile. For example, in the event of problems at vocational school, trouble at the training company, excessive exam stress or other challenges. This can be before and during training. The duration, framework and exact content are determined jointly by the senior experts and young people.

VerA support is free of charge for the trainee and the training company. It runs for twelve months. However, it can be extended until the apprenticeship is completed.

Further information can be found on the [homepage](#). Also from the regional coordinator for the Ostallgäu region, Mr Roland Müller.

[Contact details Mr Müller:](#)

kempton@vera.ses-bonn.de

Labour/employment

[Click here](#) to go to the job exchange of the Federal Employment Agency.

Labour market access

You can get help if you want to work. Counselling is free of charge. Ask at a counselling centre near you.

You can find more information here:

Caritas association in the Ostallgäu district: [here](#)

Diakonie Kempten-Ostallgäu: [here](#)

Youth Migration Service: [here](#)

Recognition of foreign professional qualifications

[Click here](#) to find out more about the recognition of foreign professional qualifications.

[Click here](#) to find out more about the recognition of certificates.

Immigration of skilled labour

Are you employers and still have questions about the training or employment of migrant workers?

Here you will find helpful summaries and information:

- [BAMF](#)
- [Recognition in Germany](#)
- [The Bavarian Economy](#)
- [IHK Swabia](#)
- [HWK Swabia](#)
- [AOK](#)

Are you looking for specialists from abroad? Then you can get more information here:

- [German Federal Employment Agency](#) (Bundesagentur für Arbeit)
- [Make It in Germany: Portal der Bundesregierung für Fachkräfte aus dem Ausland](#) (multilingual)
- [Project Triple Win](#)
- [EURES European Job Mobility Portal](#)

Immigration of skilled labour

People who have a qualified skilled occupation can obtain a permit to stay and work in Germany. This is possible if there is a shortage in an occupation or if there is an agreement between the Federal Employment Agency and the country of origin. To obtain the permit, you need

- an employment contract
- training that is recognised as equivalent in Germany
- a salary that corresponds to the usual salary in Germany

There is no fixed salary limit. There is also no priority check.

The professions in which there is a shortage are on the "positive list". This list contains more than 110 professions. There are a particularly large number of professions in the fields of healthcare, nursing, mechatronics and electrical engineering. The list is reviewed every six months.

■ [Click here](#) to go to the federal government's website for skilled workers from abroad "Make it in Germany".

■ You can use the Quick-Check to check whether it is possible to work and live in Germany. [Click here](#) for the quick check for work in Germany.

Skilled Immigration Act since 01.03.2020

Since 1 March 2020, Germany has had a new law on the immigration of skilled workers. The law is intended to facilitate the immigration of qualified skilled workers from other countries.

Important: Vocational training must be recognised!

If you have any questions, these advice centres in Ostallgäu can help:

[Diakonie Kempten-Ostallgäu](#)

[Caritas association for the Ostallgäu district](#)

[Youth Migration Service \(up to 27 years\)](#)

[Further information on the law](#)

Information for companies

The offer guide is for companies in Ostallgäu and Kaufbeuren. Here, entrepreneurs can quickly find out who they can contact if they want to employ new workers from abroad. Regardless of whether the people come from a war zone or not. The offer guide shows 8 subject areas. For example, how to look for staff, what legal rules there are and what financial support is available. Click on a link for more information. Contact persons from the region are also listed. This makes it easy for companies to find the right partners. You can download the offer guide free of charge [here](#).

EU Blue Card



The **EU Blue Card** has made it much easier for highly qualified people to **migrate** to Germany for **work**. With the EU Blue Card, **third-country nationals** can obtain a residence permit. This applies to third-country nationals with a university degree. A comparable qualification is also possible. They should be able to find suitable work for their qualification.

When the card is issued for the first time, you receive a **temporary residence permit**. It is valid for a maximum of four years. Exception: If the employment contract is shorter than four years, the residence permit will be issued for the duration of the employment contract. Plus three months.

The requirements for the issue of a residence permit are as follows

- a university degree: German, recognised foreign or comparable foreign degree
- Presentation of an employment contract. A binding job offer is also possible
- Proof of a minimum annual gross salary of 53,600 euros. There is an exception when issuing an EU Blue Card to scientists, mathematicians, engineers, doctors and IT specialists. The salary limit is then 41,808 euros.

All information can be found here: [BAMF: EU Blue Card](#)

Postponement of Deportation Due to Employment (Beschäftigungsduldung)

Postponement of deportation due to employment since 01/01/2020

Foreigners who are obliged to leave the country and their spouses or life partners will receive regular postponement of deportation due to employment for 30 months and thus a secure residence status if, among other things, the following conditions are met:

- Entry into the territory of the Federal Republic before the 1 August 2018 deadline
- Identity clarified
- Possession of an exceptional leave to remain for at least 12 months
- Exercising an employment subject to social insurance contributions of at least 35 hours per week (single parents: 20 hours per week) for at least 18 months
- Independent securing of livelihood
- Sufficient oral knowledge of the German language
- No conviction for a criminal offence committed intentionally within the territory of the Federal Republic (with the exception of offences which, according to the Residence Act or the Asylum Act, can only be committed by foreigners)
- No relations to extremist or terrorist organisations
- Successful completion of an integration course, if participation is mandatory
- Actual school attendance of school-age children

The children of families who have the status of exceptional leave to remain also receive an exceptional leave to remain for the same period. The scheme is limited until 31 December 2023, which means applications can be submitted up to this date at the latest.

[Federal Ministry of the Interior: Postponement of Deportation Due to Employment \(Beschäftigungsduldung\)](#)

Tolerance

- If you have a tolerated stay permit, the [foreigners authority](#) decides whether you are allowed to work. The authority can say: "You are not allowed to work at all." Then you are banned from working.
- If you are not banned from working, you may be allowed to work. But you have fewer rights than others. This is called "subordinate access to the labour market". This applies from the first day with toleration.
- The same rules then apply to work as for people seeking asylum who have [proof of arrival](#) or a [residence permit](#).
- The prerequisite for these applications is always a concrete job offer

Proof of arrival/residence permit

Asylum seekers with proof of arrival or authorisation to stay:

If you live in the Ostallgäu district, the [foreigners authority](#) will decide whether you are authorised to work. To do this, you must first submit an application. The application is called "Employment Authorisation". You submit the application to the Immigration Office.

Important information on employment authorisation:

- Three months after your registration in Germany, you are allowed to work - but only with permission. You will need proof of arrival or a residence permit. The [Employment Agency](#) will check whether the work is permitted.
- You must register the work with the Aliens' Registration Office beforehand. The permit will be entered in your residence permit.
- If you would like to do an apprenticeship, the Foreigners' Registration Office will also decide. You will need a permanent training programme for this.

Tolerated stay:

- If your asylum application has been rejected and you actually have to leave the country, the immigration authority will check whether you are allowed to work.
- The [foreigners](#) authority may say: "You are not allowed to work." If you do not have a passport, you are not allowed to work under any circumstances. That's what the law says.

Refugees with a residence permit:

If the BAMF (Federal Office for Migration and Refugees) says that you:

- are granted asylum,
- are recognised as a refugee,
- or receive protection (subsidiary protection),

then you will receive a residence permit from the Foreigners' Registration Office. With a residence permit you are allowed to work. You are allowed to do any kind of work. If you want to work independently, other rules apply.

You can find all the information here: [BAMF: Working in Germany](#)

Postponement of deportation due to vocational training (Ausbildungsduldung)


Postponement of deportation due to vocational training since 01/01/2020

Postponement of deportation due to vocational training may also be granted for training in a state-recognised or comparably regulated assistant and helper occupation. This only applies if qualified training in a deficient occupation is subsequently to be completed and a training certificate has been issued for this. A waiting period of three months after the legally binding rejection of the asylum application will be introduced for postponements of deportation due to vocational training.

Foreigners who arrived in Germany before 1 January 2017 will not be granted a three-month exceptional leave to remain until October 2020.

As in the case of **postponement of deportation due to employment**, the identity of the foreigner must also be clarified for the granting of postponement of deportation due to vocational training (a valid national passport must be presented to the [Bureau for Foreigners](#)).

More information at:

 Federal Ministry of the Interior: Postponement of deportation due to vocational training (Ausbildungsduldung)

Job reference

Are you starting a new job? Then you are entitled to a **written reference** from your previous employer.

There are two types of employer's references: a simple reference and a qualified reference.

Simple reference

A simple reference contains information about

- Type and duration of the job
- Function in the company (what exactly did you do)

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

The following terms are often used to describe performance in an employer's reference:

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 was impeccable towards superiors, colleagues and customers" - 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.

Youth labour protection

The **Youth Labour Protection** Act regulates when and how many hours a day and a week young people are allowed to work and how many breaks they have to take.



Children are not allowed to work!

Youth labour protection regulates the conditions under which children and young people are allowed to work. Young people who are not yet 18 years old are considered adolescents. Up to the age of 14, they are considered children. Child labour is prohibited. The same applies to the employment of young people who are required to attend school full-time (exception: young people aged 15 and over, during holidays and for a maximum of 4 weeks per year). In Bavaria, full-time compulsory education is 9 years. The working conditions of young people who are no longer required to attend full-time school are regulated by the Youth Labour Protection Act. It states, for example, how long young people are allowed to work each day/week and when they have to take a break. It also states the earliest and latest times they must start and finish work and the minimum amount of holiday young people must have or what work young people are not allowed to do. There are a few additional exceptions to the ban on child labour. Further information can be found [here](#).

Protection against dismissal

Protection against dismissal refers to rules that make it more difficult to terminate a contract. In certain cases, termination is not permitted.

These persons have special protection against dismissal:

- Pregnant women and mothers in the first eight weeks after giving birth
- Mothers and fathers on parental leave
- People who are undergoing training
- Members of the works council
- People who are caring for a family member during care leave

Maternity protection

Maternity protection

Pregnant women are not allowed to work for a certain period before and after the birth. There are more precise regulations in individual cases. You should therefore inform your employer of your pregnancy immediately.



Holidays

Holidays

According to labour law, every employee is entitled to holidays to recover from work. The statutory minimum holiday entitlement is 24 working days (for a 6-day week).

Payment

Payment

Remuneration is the money you receive for your work. It is paid for work that you do for someone else. The money is paid by the employer.

The income or earnings are paid monthly and are for a fixed number of hours. These hours are specified in the contract.

The wage is the money paid per hour for work performed.

Insurance

Social insurance must also be paid on the monthly income. There are various types of insurance that help with this, for example in the event of illness or unemployment:

- Health insurance
- accident insurance
- pension insurance
- long-term care insurance
- Unemployment insurance

■ All employees pay into the social insurance system. If they need help, they can get it from the social security system.

Minimum wage

The minimum wage in Germany is 12.41 euros per hour. This has been in force since 1 January 2024. From 1 January 2025, the minimum wage will rise to 12.82 euros.

Taxes

Taxes are levies that are deducted from income. These taxes are used by the state to pay for

public services.

Sickness benefit

Sickness benefit is money you receive if you are unable to work due to illness or injury. In Germany, all people with statutory health insurance receive sick pay if they are ill for longer than six weeks. Initially, the employer continues to pay the salary, but after six weeks the health insurance fund takes over the sick pay.

Sickness benefit amounts to around 70% of gross income, but no more than 90% of net income. During the illness, you must speak to the health insurance fund regularly and submit all necessary documents, such as medical certificates, in good time.

Sickness benefit helps to secure your livelihood even during a prolonged illness. It is important to find out about all the conditions and deadlines in good time so that there are no problems.

Top-up/subsidy for low earners

If your income is not enough to cover your living expenses, you can receive additional help from the state. This help is called "top-up". The application is made to the [job centre](#).

Contracts

Contracts

An employment contract is a contract made under German law. The employer and the employee must reach an agreement. If someone works but does not have an employment contract, this is not permitted. This is called undeclared work. In this case, you are in breach of tax and social security regulations.

Trial period

At the beginning of an employment relationship, the employer can set a probationary period. The probationary period may last a maximum of 4 months. During this period, the employer can dismiss the employee without giving reasons. The employee can also terminate without cause during the probationary period.

Fixed term

An employment contract can be limited or unlimited.

Fixed-term means that the contract is only valid for a certain period of time, for example 1 year.

Indefinite means that the contract is valid until one of the two parties terminates it.

Information for employers and companies

Do you have questions about employing or training people from other countries in your company?

The district has compiled an overview for the employment of people from other countries. This overview applies to the Ostallgäu and the town of Kaufbeuren. You can find all the important information and the right contacts here: [Overview](#)

[Network NUIF](#)

The network "Unternehmen integrieren Flüchtlinge" (NUIF) helps companies that employ people from other countries or would like to get involved on a voluntary basis. Here you can find information and exchange ideas with others. Participation in the network is free of charge.

You can find useful information here:

[BAMF](#)

[Recognition in Germany](#)

[The Bavarian economy](#)

[IHK Swabia](#)

[HwK Swabia](#)

[AOK](#)

Are you looking for skilled workers from other countries? Then you can find more information here:

[Federal Employment Agency](#)

[Federal government portal for skilled workers from abroad](#)

[Triple Win project of the BA](#)

[EURES European Job Mobility Portal](#)

Job Applications

The cover letter

In a personal cover letter, you briefly write something about yourself (age, school career, graduation certificate, career). It is good to write how you found the job (via the internet, newspaper, radio, television) and why you want to work for this company. Furthermore, you should explain why you are suited for the position. Here it is recommended to refer briefly to your above mentioned experiences and backgrounds. The cover letter should be at most one page long. At the end, the cover letter should be signed.

Curriculum vitae

The CV is a list of all school and professional experiences and backgrounds to date. So you should write exactly from when to when you went to which school and which degree you achieved there. The same should be done with your training, studies (if any) and with your previous jobs. The CV should also be signed. Usually an application photo is attached to the CV.

Certificates and references

It is important to send copies of your certificates and references with your application. This includes the certificate of your last graduation certificate, degree, previous work references and the certificate of the German course. It is important here that certificates obtained abroad are translated. If your application has convinced your employer, you will be invited to an interview. An interview is about the employer getting to know the applicant better. The employer wants to be able to assess whether the applicant will do the job well and fit into the team.

It is important to make a good impression at the interview. Therefore, one should wear appropriate clothes (for example, clean shirt / blouse, tie). You should be punctual and friendly.

During the interview, the employer will ask the applicant some questions about the company

or profession. That's why you should inform yourself well about the company and the job before the interview! 14 frequently asked questions and the best answers can be found [here](#).

Online application tool for refugees: JOBLOQ

Applicants can upload and save files for their own e-portfolio in a password-protected workspace, work on documents and texts and upload images. They will also receive important information and support (in Arabic, German, English, Farsi, French and Russian) on the topics:

- Preparation of documents for the application
- Good presentation
- Automatically generated application folder from your own data, which consists of cover letter, CV and skills profile.

After registering free of charge, users can view various explanatory videos and support materials in the help section.



www.jobloq.de/



Career guidance

Do you have questions about the **transition from school to work? Then you can contact the careers guidance coordination centre at the district office.** You will be supported and networked by all those involved in careers guidance in the district. It is becoming increasingly difficult for many companies to find the right young professionals. Through early and targeted careers guidance, young people can be better prepared for the world of work and training. Vocational guidance promotes dialogue and cooperation between the various stakeholders. This includes

- all secondary schools
- the employment agency
- specialist centres
- the youth welfare office
- educational institutions
- chambers
- Regional companies

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



Job counsellor - help on the way to work, training or study

The **job counsellor** is a free counselling service. It is for all people who come from another country and are 25 years or older. This applies to Kaufbeuren and the Ostallgäu region. The job counsellor will help you to find a job, an apprenticeship or a course of study. Companies are also supported if they employ people with a refugee background.

Consultation hours in Kaufbeuren and Füssen are by appointment.

You can find the contact details [here](#).

Educational Counselling

The municipal **educational counselling** service is a neutral, free contact point for people from the region. It supports all interested citizens in their personal and professional education. The educational counselling of the District of Ostallgäu:

- provides a manageable, coordinated educational service
- creates improved transparency in educational services
- increases the networking of education providers
- records the need of companies for further training and supports them in the implementation and much more!

Free consultations are possible by appointment.

Education advice

Ostallgäu District Office (Landratsamt)
Schwabenstraße 11
87616 Marktoberdorf



[+498342911293](tel:+498342911293)



soziale-entwicklung@lra-oal.bayern.de

[Educational counselling homepage](#)



Lunes - The integration app for work and training

The "Lunes" app helps you learn professional language. It is intended for training, vocational school and work. The app can be downloaded [here](#) free of charge.

Intercultural Learning and Application Workshop

Intercultural Learning and Application Workshop

The aim of the intercultural learning and application workshop is to promote access to education and training for newly immigrated people in the Ostallgäu region and to enable them to lead a more self-reliant life and participate actively in society.

Independent learning takes place every afternoon. The students support each other. They are assisted by two teachers and several volunteers. Participants can prepare for their graduation certificates or German language exams, apply for work placements, training positions or jobs. Democratic processes are practised within this supportive community in addition to learning together. Because this is a place where everyone has the chance to actively participate and contribute their individual skills and ideas towards the design of the learning workshop. This will help to improve your German language skills not only during learning, but also during discussion groups, games, parties and other activities.

You can get more information at [Initiativ-Forum für interkulturelle Vielfalt e.V..](#)

Opening hours: Monday to Friday from 1:00 p.m. to 6:00 p.m.

Goal

Which job suits me?

Which job suits me?

It is important to take your time when deciding which job suits you. The decision is a process that can take a long time. You can take online tests on the Internet to help you decide.

■ www.arbeitsagentur.de/bildung/ausbildung/welche-b...

■ www.ihk-lehrstellenboerse.de/skillgroups/entry.ht...

■ www.ausbildung.de/

The [careers counselling](#) service of the [Federal Employment Agency](#) in the Ostallgäu district can also help you with your career choice.

Unemployment

A person is unemployed if:

- **he does not have a job,**
- is actively looking for a job subject to social insurance contributions,
- and has registered as unemployed with the Federal Employment Agency or the [job centre](#).

Work is important in order to provide for yourself and your family. If your job or training ends, you must register as a jobseeker at least three months before it ends. You can do this in person at the job centre.

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

Unemployment benefit I

Unemployment benefit I is normally paid for 12 months. If you are at least 50 years old at the start of unemployment, you can receive the money for up to 24 months, depending on your age. Unemployment benefit is 60% (without children) or 67% of your last net salary. People who receive unemployment benefit are also covered by health, care and accident insurance through the employment agency. In most cases, they are also covered by pension insurance. It is

important that you register as a jobseeker at an early stage.

You can obtain further information and precise details from the [Employment Agency](#).

Unemployment benefit II

Unemployment benefit II is only available if you are in a difficult financial situation. You must first use your own money and assets before you can receive this help. If you have income or assets, you must use them to cover your living expenses. This applies if you exceed certain allowances.

You can obtain further information and precise details from the [job centre](#).

Volunteering

Voluntary work (honorary office) in Germany

In Germany, many people do voluntary work. This is called "voluntary work". This means that you help others in your free time. You don't get paid for it. This allows you to meet new people and learn to speak German better.

What can you do as a volunteer?

For example:

- Help older people
- Play or learn with children
- work as a trainer in a sports club
- Help people with disabilities
- work as a paramedic
- help refugees
- Help animals at an animal shelter
- play an instrument in a music club
- Ask at the town hall: What clubs are there in your neighbourhood?

Contact for volunteer work:

Volunteering service centre

Phone: +49 8342 911290

E-mail: ehrenamt@lra-oal.bayern.de

Website: www.ehrenamt-ostallgaeu.de

Help with integration:

The "Municipal Integration" office helps volunteers and new people in Germany.

Phone: +49 8342 911794

E-mail: integration@ostallgaeu.de

Website: www.ostallgaeu.de/integration

EU Citizens Information

Entry

Reunification of Family Members

You are an EU citizen. You live and work in Germany.

Your relatives can also live and work in Germany.

The important thing is which passport they have. You may need a special permit for your stay.

Further information can be found here:

■ [Spouse reunification for EU citizens](#)

Driving licence

After entering the country, your national driver's license is still valid. An international driver's license alone is not sufficient.

C1, C1E, C, CE, D, DE, D1 and D1E driver's license is only valid in the Federal Republic of Germany for a period of five years from its issue, even if it was issued in the home country for a longer period. If, with the transfer of your registered place of residence, your driver's license is no longer valid, you may continue to drive in Germany for six months.

Participation in road traffic with a driver's license whose period of validity has expired according to the law of the issuing country or the German regulations is penalized as driving without a driver's license.

■ [Further information on driver's licenses in German, English, French and Spanish](#)