

# EDUCATION

## INFORMATION FOR IMMIGRANTS IN THE HEILBRONN DISTRICT

SCHOOL | APPRENTICESHIPS | UNIVERSITY



LANDKREIS HEILBRONN

# Dear new residents, dear network partners,

We're delighted to present the updated and revised version of our brochure *Education – Information for immigrants in the Heilbronn district*.

The Heilbronn district needs lots of well-trained, skilled workers and provides many different education pathways, qualifications and advice services. We hope that this brochure answers the most pressing questions regarding school, education and apprenticeships and explains what steps to take next.

If you have any questions or updates or would like to suggest any corrections, please contact [h.hindahl@landratsamt-heilbronn.de](mailto:h.hindahl@landratsamt-heilbronn.de) or [karen.wuerttemberger@landratsamt-heilbronn.de](mailto:karen.wuerttemberger@landratsamt-heilbronn.de).

We would encourage all new immigrants to take advantage of the wealth of different education and development opportunities available in the region and hope that they achieve their personal and professional goals.

Educational Coordination Office for New Immigrants

Migration and Integration Department  
Integration Planning

November 2024

# Content

<b>1</b>	<b>Starting school .....</b>	<b>4</b>
1.1	Compulsory school attendance, everyday school life, and holidays.....	4
1.2	Travelling to/from school by bus and train.....	7
1.3	Your child's health.....	8
1.4	Starting school: children/adolescents who do not have sufficient knowledge of German .....	9
1.5	The education system in Baden-Württemberg .....	11
1.6	Moving from a <i>Grundschule</i> to a <i>weiterführende Schule</i> .....	11
<b>2</b>	<b>Types of school .....</b>	<b>13</b>
2.1	<i>Gemeinschaftsschule</i> .....	13
2.2	<i>Hauptschule/ Werkrealschule</i> .....	15
2.3	<i>Realschule</i> .....	16
2.4	<i>Gymnasium</i> .....	18
2.5	<i>Sonderpädagogische Bildungs- und Beratungszentrum</i> (SBBZ; special pedagogic educational and advice centre) .....	20
<b>3</b>	<b>School for adolescents aged 15 and over.....</b>	<b>23</b>
3.1	Attending VABO as the first step.....	24
3.2	Other educational programmes at a <i>berufliche Schule</i> .....	25
3.3	<i>Berufliches Gymnasium</i> schools.....	27
3.4	<i>Berufliche Schule, Berufsgymnasium</i> and <i>Aufbaugymnasium</i> schools.....	27
<b>4</b>	<b>Recognition of education qualifications obtained outside Germany .....</b>	<b>30</b>
4.1	Recognition of school qualifications obtained outside Germany.....	30
4.2	Recognition of university entrance qualifications ( <i>Abitur</i> ) .....	31
<b>5</b>	<b>Obtaining education qualifications later on in life .....</b>	<b>32</b>
5.1	<i>Hauptschulabschluss</i> .....	32
5.2	<i>Realschulabschluss</i> .....	33
5.3	<i>Abitur</i> .....	34
<b>6</b>	<b>Apprenticeships .....</b>	<b>35</b>
6.1	Requirements if you want to do an apprenticeship .....	36
6.2	Advice and support regarding apprenticeships.....	38
6.3	Help during the apprenticeship .....	40
6.4	Financial support during the apprenticeship.....	42
<b>7</b>	<b>Going to university in Germany .....</b>	<b>43</b>
7.1	Requirements for going to university in Germany .....	43
7.2	Funding your degree .....	44
7.3	Advice and information for immigrants who want to go to university .....	45
<b>8</b>	<b>Recognition of non-German professional qualifications and degrees.....</b>	<b>46</b>
8.1	Regulated and non-regulated professions .....	46
8.2	Recognition of professional qualifications .....	47
8.3	Recognition of university degrees .....	50
<b>9</b>	<b>Advice and support .....</b>	<b>52</b>
9.1	Financial assistance from the “Bildung und Teilhabe” (BuT; education and participation) funding programme .....	52
9.2	Addresses .....	53

# 1 Starting school

Many aspects of everyday school life are often handled differently in other countries. The arrangements sometimes also differ between the individual German federal states. This section answers the main questions regarding attending school in Baden-Württemberg.

## 1.1 Compulsory school attendance, everyday school life, and holidays

### **Compulsory school attendance:**

In Germany, all children and adolescents aged between six and 18 must attend school. School events such as excursions, hiking days, visits to the theatre and swimming lessons are also compulsory.



**Teaching hours:** Lessons take place in the mornings, and in some cases also in the afternoons. There is no school on Saturdays. Many schools are all-day schools with lessons on at least three afternoons a week.

**Additional childcare:** If a child's parents work or attend a language course, most *Grundschule* schools (primary schools) offer childcare (known as *Kernzeitbetreuung*), which must be paid for. This childcare is provided on afternoons when there is no school, as well as before school starts and over the lunch break.

**Holidays:** There is no school during the summer, autumn, Christmas, *Fasching* (carnival), Easter and Pentecost/Whitsun holidays, as well as on other specific days. You are not permitted to start the school holidays earlier or finish them later.

➔ For a holiday schedule please see: <https://hn.schulamt-bw.de> > Service > Ferienplan

**Absence note for illness:** If your child falls ill, they can stay at home and do not need to attend school. You must report your child as ill **before school starts**, either by telephone or e-mail. The school will also require a written absence note, which must be provided to the *Sekretariat* (school office) no later than the third day of illness. Please follow the specific process at your particular school. A sample absence note is provided below:

Datum: \_\_\_\_\_

**ENTSCULDIGUNG**

Wegen Krankheit konnte mein Kind

\_\_\_\_\_

Klasse: \_\_\_\_\_ vom \_\_\_\_\_ bis \_\_\_\_\_

die Schule nicht besuchen.

Ich bitte, ihr/sein Fernbleiben zu entschuldigen.

\_\_\_\_\_  
Unterschrift

**Costs:** Most schools are state-funded schools which are free to attend. There are also a few private schools in the region which charge fees.

**School books:** The school will lend the textbooks to the school pupils free of charge. Please take good care of the books! If a book is lost or damaged, the parents will need to pay for it. Please also take good care of any other study materials that your child has, such as exercise books or folders. We recommend that you designate a specific place in your home for keeping all school items.

**School materials:** The parents themselves buy the exercise books, pens/pencils and sports kit for their children. When the school year starts, the school will issue a list of items that the children will need. Please obtain these items as quickly as possible. Financial assistance for the purchase of school materials is available if required.



➔ Please see <https://www.landkreis-heilbronn.de/> > Ihr Anliegen > Soziales > Familie/Alleinerziehende > Bildungs- und Teilhabepaket

**Eating at school:** Please give your child healthy food for their breaks, such as sandwiches, fruit/vegetable sticks and a bottle of water. Sweets and sugary drinks tend to be frowned upon in school. Many schools offer lunch in the canteen. Parents with limited financial means may be able to apply to have these costs covered for them: <https://www.landkreis-heilbronn.de/bildungs-und-teilhabeapaket.9083.htm>





**Mobile phones at school:** Children are not normally allowed to use mobile phones at school. In many cases they may be allowed to bring a mobile phone with them, but it must remain in their school bag. Sometimes the teacher may give the children express permission to use their mobile phone for a specific exercise.

## **What the school expects from the children and parents**

Generally speaking, every school wants to foster a good relationship with the parents to ensure their child succeeds at school. The school's expectations of parents and children may be different to what you are used to from your home country.

### **The school expects the following from the children:**

- The children remain calm and quiet during the lesson and pay attention to the teacher.
- The children inform the teacher if they have a question or do not understand something.
- The children complete their homework regularly and diligently.
- The children prepare well for tests and classwork.
- The children look after their school materials (ruler, pencil, exercise books, etc.) and inform their parents if something is missing.
- They interact peacefully with other children and treat them with respect. If they have any difficulties, they speak to the class teacher.

### **The school asks the following of parents:**

- Please stay in touch with the school and attend the parents' evenings.
- If you have any questions (for instance, if you would like to know whether your child is coping well with the subject matter) or if there are any problems, please contact the class teacher and ask to speak with them. Please do not come to the school on the spur of the moment – always arrange a separate appointment!
- Please regularly check that your child is completing their homework. If you are unsure, please ask the teacher.
- If your child is having problems with German, Maths or another subject, please contact the teacher. You can meet with them and work together with them to consider how to help your child, such as through tutoring. Families with limited financial means can receive financial support for this: <https://www.landkreis-heilbronn.de> > Ihr Anliegen > Soziales > Familie/Alleinerziehende > Bildungs- und Teilhabepaket



- Please regularly check what is in your child's school bag. The school often sends papers containing the latest information and dates to the parents. Please ensure that you understand this information (consider the use of translation apps if necessary). You will sometimes need to send a reply back to the school. Messages to parents are sometimes also placed in special books, while some schools use digital technology for their communications. Please ask for details!



- Please ensure that your child has a quiet place to study when they are at home. Their school materials should also have a designated place.

## 1.2 Travelling to/from school by bus and train

Children often travel to and from school by bus or train. As such, many children travel to school by themselves, at the latest when they start year 5. Older adolescents often attend schools in Heilbronn, meaning the journey often takes up to an hour, or sometimes even longer. This is a normal part of everyday school life and the children are usually quite capable of making the journey alone. If your child is relatively young, you can practice the journey to and from school with them before they attend school for the first time, or you could accompany them over the first few days.

The children will need a ticket to use the buses and trains. Most of them buy a ticket called the “*D-Ticket-JugendBW*” (via an annual subscription). It costs around 30 euros a month and is valid on regional services throughout Germany. It is much more expensive to buy monthly tickets one by one. Families with limited financial means can receive financial support from the “*Bildungs- und Teilhabepaket*” funding programme. See <https://www.landkreis-heilbronn.de> > Ihr Anliegen > Soziales > Familie/Alleinerziehende > Bildungs- und Teilhabepaket



If families have three or more children who must attend school, they only need to pay for the *D-Ticket-JugendBW* ticket for two of them. You can apply to have the costs reimbursed if you submit copies of your bank statements, a confirmation from the school and a copy of the ticket for your child or children. You can obtain the application form from the *Sekretariat* (school office) or here: [www.landkreis-heilbronn.de](https://www.landkreis-heilbronn.de) > Ihr Anliegen > Verkehr und Mobilität > Nahverkehr (ÖPNV) > Schülerbeförderung under “Downloads”.

- ➔ For further information please see: <https://www.h3nv.de> > Fahrscheine > Fahrkarten & Preise > D-Ticket JugendBW. You can also contact the ABO-Center, Moltkestraße 9 (Harmonie), 74072 Heilbronn, tel. +49 (0)7131 562551 or 563920.
- ➔ Want to know when the buses and trains go? Timetable information is available on the “*HNV mobil*” app

## 1.3 Your child's health

There are a number of important health-related aspects to consider in connection with your child's attendance at school.

### **Einschulungsuntersuchung (ESU; school enrolment examination):**

One to two years before the *Grundschule* starts, personnel from the district's *Gesundheitsamt* (health office) examine all children aged four to five (this is usually done at nursery). The examination assesses things like the child's eyesight and hearing, physical development, gross and fine motor skills and memory, as well as their linguistic development, basic maths skills and vaccination status. The parents are informed about the examination results and receive advice on any support that may be required.

- For further information please see: <https://sozialministerium.baden-wuerttemberg.de/de/startseite>  
> Gesundheit & Pflege > Gesundheitsförderung und Prävention  
> Frühe Untersuchungen für einen guten Start

**Measles vaccination:** If a child has not received the measles vaccination, they are not permitted to attend school or nursery. Vaccinations are provided by paediatricians.

- Refugees: Please contact the Integration Service. You can find out their office hours from the city hall.

### **U-Untersuchungen (health examinations):**

All children in Germany are required to regularly attend early diagnosis and prevention health examinations (known as *U-Untersuchungen*):

- For further information please see:  
<https://www.bundesgesundheitsministerium.de/> >  
Themen > Prävention > Kinder- und Jugendgesundheit > Früherkennungsuntersuchung für Kinder und Jugendliche
- Please arrange a suitable appointment with a paediatrician. You can find details of paediatrician's offices in your area here: <https://www.arztsuche-bw.de/>



**Bedtimes:** Your child needs to get enough sleep as attending school will use up a lot of their energy. Recommended bedtimes are listed below, assuming your child gets up at **six o'clock** in the morning:

<b>Children at <i>Grundschule</i></b>	19:00
<b>Children aged 10 to 11</b>	20:00
<b>Children aged 12 to 13</b>	20:30
<b>Children aged 14</b>	21:00
<b>Children aged 15</b>	22:00

(Source: <https://www.schule-und-familie.de/familie/familienleben-und-freizeit/>)



## 1.4 Starting school: children/adolescents who do not have sufficient knowledge of German

### Learning German at school

Children and adolescents who do not speak any German go to a *Vorbereitungsklasse* (VKL; preparatory class) to begin with. They learn German there together with other children and change to the mainstream class after a few months.

Special classes for developing literacy are available for children who are not able to use Latin script or have never attended school before.

VKL classes are generally offered by all types of school. Your child's age determines their entry to the school.



### Starting school: children aged 6 – 9

Please register your child at the *Grundschule* in your place of residence. You can obtain the name and address of the school at the city hall. The school will advise you on your options regarding a preparatory class.

If you do not speak German, the school can instruct volunteer interpreters (parent mentors) for the school registration process or advisory session. Please inform the school in enough time if this is the case.

### Starting school: children aged 10 – 14

If the children are aged 10 to 14 and have little or no knowledge of German, a suitable school (such as a *Werkrealschule*, *Realschule*, *Gemeinschaftsschule* or *Gymnasium* (academic high school)) that offers a preparatory class (VKL) is selected near your place of residence. The *Bildungskoordination* (Educational Coordination Office) of the *Landratsamt* (District Office) will invite the pupils to take a placement test in Maths and English.

This test is not graded – it is designed to assess the proficiency level of the children in order to select the right school. You will be provided with additional information on the day of the placement test.

➔ Regardless of which school your child starts at, children who obtain good grades can aim for their desired qualification (e.g. the *Abitur* entrance qualification for higher education) in other educational pathways.

If you have not received an invitation four weeks after registering at the city hall, please contact us.

#### Contact partners:

Anja Löhe, tel. +49 (0)7131 994-8472  
[anja.loehe@landratsamt-heilbronn.de](mailto:anja.loehe@landratsamt-heilbronn.de)

Andrea Theobold, tel. +49(0)7131 994-8473  
[andrea.theobold@landratsamt-heilbronn.de](mailto:andrea.theobold@landratsamt-heilbronn.de)

- ➔ In some cases, newly arrived adolescents aged 14 and above may no longer be able to obtain a school qualification from a *weiterführende Schule* (secondary school, i.e. a *Hauptschule*, *Werkrealschule*, *Realschule*, *Gemeinschaftsschule* or *Gymnasium*) as they will not have enough time to acquire the necessary knowledge before they graduate. However, if they have obtained good grades, they can usually aim for all school qualifications (up to the *Abitur*) in the educational pathways offered by a *berufliche Schule* (vocational school; for further information please see 3.2).

### Starting school: adolescents aged 15 – 18

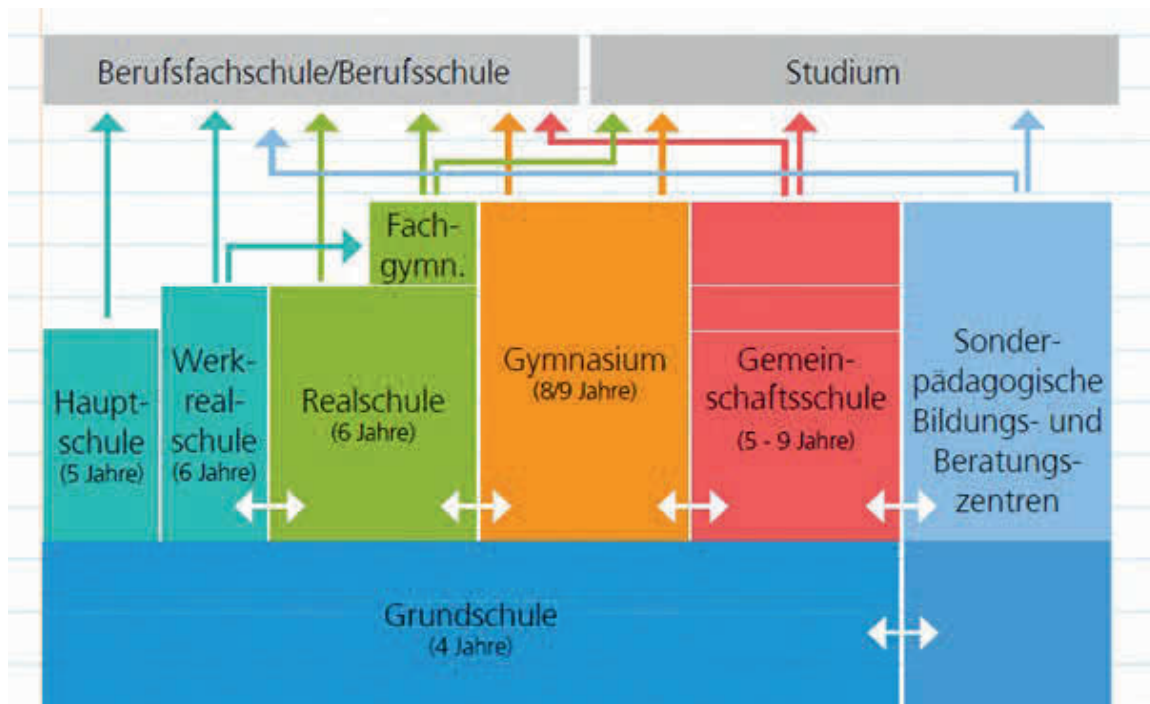
After registering at the *Einwohnermeldeamt* (residents' registration office in the city hall), adolescents aged 15 to 18 are usually contacted by letter by the executive school management team at the vocational schools. In general, these adolescents start in the “*Vorbereitungsjahr Arbeit/Beruf ohne Deutschkenntnisse*” (VABO; preparatory year for work/career without knowledge of German; see section 3.1). If they obtain good grades, the pupils can then aim for school qualifications in other educational pathways, such as at a *Berufsgymnasium* school.

If you have not received a letter four weeks after registering at the city hall, please contact Ms Hettler, Andreas-Schneider-Schule Heilbronn, tel. +49 (0)7131 928-110, [alexandra.hettler@ass-hn.de](mailto:alexandra.hettler@ass-hn.de).

- ➔ Regardless of which school your child starts at, they can aim for the next-highest qualification each time after obtaining a school qualification. To do so, however, they must have obtained good grades.
- ➔ In some cases, adolescents aged over 16 can be exempted from having to attend school in order to attend a *Jugendintegrationskurs* (youth integration course; consists of 900 teaching units) with the goal of achieving language level B1 (as defined under the CEFR). Further advice is available from the *Jugendmigrationsberatung* (youth migration advice service) provided by organisations such as Diakonie and Caritas (the addresses are listed in section 9).

## 1.5 The education system in Baden-Württemberg

The education system in Baden-Württemberg is very complex as there are many different options available. A simplified breakdown is shown below:



Source: <https://cms.integreat-app.de/bodenseekreis/wp-content/uploads/sites/185/2019/11/Schulsystem.png>

You can find a more detailed figure of the school system in Baden-Württemberg here: [https://planet-beruf.de/fileadmin/assets/01\\_Neu/05\\_PDF\\_Neu/Uebersicht\\_Schulsysteme\\_Laender/schulsystem\\_baw.pdf](https://planet-beruf.de/fileadmin/assets/01_Neu/05_PDF_Neu/Uebersicht_Schulsysteme_Laender/schulsystem_baw.pdf)

## 1.6 Moving from a *Grundschule* to a *weiterführende Schule*

All children aged six to nine attend the *Grundschule* together for a period of four years. The focus here is on teaching them reading, writing and arithmetic skills, but they also learn about art, general studies and music.

Once they complete the *Grundschule*, the parents choose the appropriate *weiterführende Schule* for their child based on the *Grundschulempfehlung* (= school recommendation; see further below):

- *Hauptschule/ Werkrealschule* (year 5 – 9/10)  
Qualification obtained: *Hauptschulabschluss/ Werkrealschulabschluss* (basic school leaving certificate/intermediate school leaving certificate)
- *Realschule* (year 5 – 10)  
Qualification obtained: *Realschulabschluss/ mittlere Reife* (mid-level secondary school leaving certificate)
- *Gymnasium* (year 5 – 12/13)  
Qualification obtained: *Abitur/ allgemeine Hochschulreife* (entrance qualification for higher education)
- *Gemeinschaftsschule* (year 5 – 10)  
Qualification obtained: *Hauptschulabschluss, mittlerer Abschluss, (Abitur)*

## Which *weiterführende Schule* is best for my child?

It isn't always easy to answer this question as there are lots of factors to consider:

- What are your child's strengths and weaknesses?
- Which subjects is your child interested in?
- Does your child like learning and can they motivate themselves to learn?
- Are they good at completing their homework?  
Can they concentrate well?
- What grades has your child obtained?

**Different development speeds:** Children develop at different speeds. Some have difficulties in the initial years of school and find learning easier later on. If children have moved to Germany from abroad, you also need to consider what type of school they previously attended and for how long, as well as their knowledge of German.

**Other school qualifications:** Your choice of *weiterführende Schule* does not set your child's educational career in stone – if they obtain good grades, they can aim for the next-highest school qualification each time they obtain a particular qualification. Children who attend a *Hauptschule* or *Werkrealschule* can also continue learning all the way to the *Abitur*, provided they have good grades and the necessary drive to keep learning. To achieve this, they generally follow special educational pathways at a *berufliche Schule* vocational school after completing the *Hauptschule*. Details about vocational education centres in Heilbronn and Neckarsulm are provided in section 3.4.

## **Grundschulempfehlung (school recommendation)**

When it comes to choosing which *weiterführende Schule* your child should attend, the “*Grundschulempfehlung*” will play a bigger role from the 2024/25 school year onwards. In the *Grundschulempfehlung*, the *Grundschule* recommends which type of school they think would be best for your child. The *Grundschulempfehlung* is particularly important for admission to a *Gymnasium*. If the best option is not clear, an aptitude test will be carried out. The following criteria play a key role in the *Grundschulempfehlung*:

- Teacher's recommendation
- Aptitude test
- Parent's preference

If two of these criteria match, that is what the *Grundschulempfehlung* will recommend for your child.

- ➔ For example: If the teachers think a *Gymnasium* would be the best type of school for your child, and this is also the parent's preference, then that is what the *Grundschulempfehlung* will recommend.

The parents themselves register their child with the *weiterführende Schule*. Please always take the *Grundschulempfehlung* with you when you go to register.

# 2 Types of school

## 2.1 *Gemeinschaftsschule*

The *Gemeinschaftsschule* is a relatively new type of school which has only existed in Baden-Württemberg for around ten years. The Heilbronn district also has *Gemeinschaftsschule* schools. With this type of school, pupils with different capabilities learn together, but at different levels:

- G (“grundlegendes”) level: basic level; pupils aim for the *Hauptschulabschluss* qualification
- M (“mittleres”) level: middle level; pupils aim for the *mittlerer Abschluss* qualification (*Realschulabschluss/mittlere Reife*)
- E (“erweitertes”) level: advanced level; pupils aim for the *Abitur* (*allgemeine Hochschulreife*) qualification.

The special thing about this type of school is that it aims to eliminate the previous three-pronged school system (consisting of *Hauptschule*, *Realschule* and *Gymnasium*). In all subjects, the pupils learn at whichever level best reflects their abilities. For example, they could be learning German at the middle level but Biology at the advanced level. They can also change levels after a while. As a result, this type of school can accommodate each child’s individual progress very effectively.

All *Gemeinschaftsschule* schools are all-day schools with lessons in the afternoon on at least three days a week. The pupils alternate between lessons and other activities.

Grades are only issued in the year that they graduate or if the parents request them. The pupils generally complete their work at school. Given the flexible nature of this approach, many preparatory classes (VKL) are held at *Gemeinschaftsschule* schools.

### Qualifications obtained

- After year 9 or 10: *Hauptschulabschluss*
- After year 10: *Realschulabschluss*
- After year 13: *Abitur* (only if the *Gemeinschaftsschule* offers an *Oberstufe* or upper level)

### What happens next?

- Your child starts vocational training
- Your child switches to the upper level of an *allgemeinbildendes Gymnasium* school (*Aufbaugymnasium*) or a *berufliches Gymnasium* school (see section 3.4)



- Your child attends a *Berufskolleg* or *Berufsfachschule* school (see section 3.2)
- Your child attends the VABO (*Vorbereitung Arbeit/Beruf ohne Deutschkenntnisse*) preparatory year to improve their knowledge of German (see section 3.1)

## **Gemeinschaftsschule schools in the Heilbronn district**

### **Verbundschule Bad Rappenau**

Heinsheimer Straße 22, 74906 Bad Rappenau  
[www.verbundschule-badrappenau.de](http://www.verbundschule-badrappenau.de)

### **Ludwig-Frohnhäuser-Schule**

Frohnhäuserstraße 11, 74206 Bad Wimpfen  
[www.ludwig-frohnhaeuser-schule.de](http://www.ludwig-frohnhaeuser-schule.de)

### **Theodor-Heuss-Schule**

Am Schulzentrum 10, 74336 Brackenheim  
[www.ths-brackenheim.de](http://www.ths-brackenheim.de)

### **Hellbergsschule**

Berliner Ring 14, 75031 Eppingen  
<https://www.hellbergsschule-eppingen.de/>

### **Wolf-von-Gemmingen-Schule**

Massenbacher Weg 11, 75050 Gemmingen  
[www.wolf-von-gemmingen-schule.de](http://www.wolf-von-gemmingen-schule.de)

### **Steinbeis-Schulzentrum Ilsfeld GMS**

Bollwerkstraße 9, 74360 Ilsfeld  
[www.gms.ilsfeld.de](http://www.gms.ilsfeld.de)

### **Eichbottschule Leingarten GMS**

Schwaigerner Straße 78, 74211 Leingarten  
[www.eichbottschule-leingarten.de](http://www.eichbottschule-leingarten.de)

### **Amorbachschule Neckarsulm**

Amorbacher Straße 23, 74172 Neckarsulm  
[www.amorbachschule.de](http://www.amorbachschule.de)

### **Franz-Binder-Verbundschule**

Karlstraße 5, 74172 Neckarsulm  
<https://franz-binder-vbs.de/>

### **Kurt-von-Marval-Schule**

Lauffener Straße 36, 74226 Nordheim  
[www.kvm-schule.de](http://www.kvm-schule.de)

### **Michael-Beheim-Schule**

Michael-Beheim-Straße 50, 74182 Obersulm  
[www.mbs-obersulm.de](http://www.mbs-obersulm.de)

### **Leintal-Gemeinschaftsschule u. Realschule**

Falltorstraße 18, 74193 Schwaigern  
[www.leintalschule.de](http://www.leintalschule.de)

### **Stettenfelsschule**

Humboldtstraße 9, 74199 Untergruppenbach  
[www.stettenfelsschule.de](http://www.stettenfelsschule.de)

### **Georg-Kropp-Schule**

Löwensteiner Straße 14, 71543 Wüstenrot  
[www.gks-wuestenrot.de](http://www.gks-wuestenrot.de)

## 2.2 Hauptschule/ Werkrealschule

The *Hauptschule/ Werkrealschule* starts in year 5 and takes five or six years. The children's careers are planned from as early as year 5. The lessons are geared towards practical tasks and focus on the children's practical skills and abilities.

### Qualifications obtained

- After year 9: *Hauptschulabschluss* (can also be obtained after year 10)
- After year 10: *Mittlerer Bildungsabschluss* (for pupils with a good *Hauptschulabschluss* after year 9)

### What happens next?

- Your child begins vocational training
- Your child attends year 10 at a *Werkrealschule*
- Your child attends a *Berufsfachschule*
- Your child switches to the *Berufseinstiegsjahr* (BEJ; preparatory vocational training year), the *Vorqualifizierungsjahr Arbeit/Beruf* (VAB; pre-qualification year for work/career), or the *Ausbildungsvorbereitung dual* (AV-Dual; dual pre-vocational training)
- Your child attends a *weiterführende berufliche Schule*
- Your child attends a *Realschule* oder *Gemeinschaftsschule*
- Additional option after obtaining the *mittlerer Bildungsabschluss* after year 10: your child switches to a *Berufskolleg* or *berufliches Gymnasium* (up to the *Abitur*)



A description of these educational pathways is provided in section 3.2.

## **Hauptschule/ Werkrealschule schools in the Heilbronn district**

### **Otto-Klenert-Schule**

Werkrealschule und Realschule  
Rathausplatz 7, 74177 Bad Friedrichshall  
[www.otto-klenert-schule.de](http://www.otto-klenert-schule.de)

### **Katharina-Kepler-Schule**

Weinsteige 35, 74363 Güglingen  
[www.kks-gueglingen.de](http://www.kks-gueglingen.de)

### **Horneckschule**

Grund- und Hauptschule mit Werkrealschule und Realschule  
Panoramastraße 22, 74831 Gundelsheim  
[www.horneckschule.de](http://www.horneckschule.de)

### **Hölderlin Werkrealschule Lauffen**

Herdegenstraße 15, 74348 Lauffen a. N.  
[www.werkrealschule-lauffen.de](http://www.werkrealschule-lauffen.de)

### **Jagsttal-Schulverbund Möckmühl**

Werkrealschule und Realschule  
Schubertstraße 11, 74219 Möckmühl  
[www.jsv-moeckmuehl.de](http://www.jsv-moeckmuehl.de)

### **Johannes-Häußler-Schule Neckarsulm**

Grund- u. Werkrealschule  
Karlstraße 3, 74172 Neckarsulm  
[www.jhs-neckarsulm.de](http://www.jhs-neckarsulm.de)

### **Helmbundschule**

Verbundschule: Werkrealschule und Realschule  
Gymnasiumstraße 16, 74196 Neuenstadt  
[www.helmbundschule.de](http://www.helmbundschule.de)

### **Weibertreuschule Weinsberg**

Verbundschule: Werkrealschule und Realschule  
Rossäckerstraße 13, 74189 Weinsberg  
<https://www.weibertreuschule.de/>

## **2.3 Realschule**

The *Realschule* starts in year 5 and usually takes six years. Years 5 and 6 are orientation years. As from year 7, your child is then taught at a certain level:

- G (“grundlegendes”) level: basic level; pupils aim for the *Hauptschulabschluss* at the end of year 9
- M (“mittleres”) level: middle level; pupils aim for the *mittlerer (Realschul)abschluss* at the end of year 10

In certain circumstances your child may be able to change levels during their time at school.

## **Qualifications obtained**

- After year 9: *Hauptschulabschluss*
- After year 10: *Realschulabschluss*

## What happens next?

- Your child starts vocational training (either in the “dual” system of in-school teaching together with industrial placements, or at a *Berufsfachschule*)
- Your child attends a *Berufskolleg* to obtain the *Fachhochschulreife* qualification
- Your child attends the upper level of an *allgemeinbildendes Gymnasium* or *berufliches Gymnasium* (to obtain the *Abitur*)

A description of these educational pathways is provided in section 3.2.

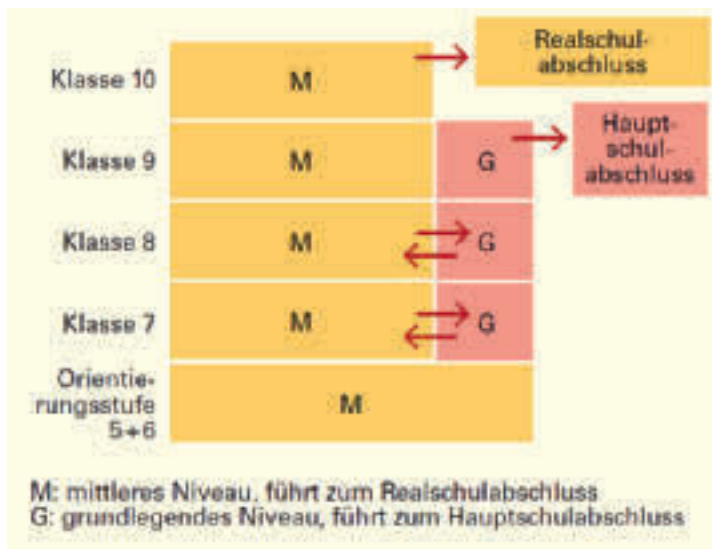


Image: source: <https://www.hillerschule.de/bildungsangebote/realschule/allgemeine-informationen>

## Realschule schools in the Heilbronn district

### Otto-Klenert-Schule

Werkrealschule und Realschule  
Rathausplatz 7, 74177 Bad Friedrichshall  
[www.otto-klenert-schule.de](http://www.otto-klenert-schule.de)

### Verbundschule Bad Rappenau

Heinsheimer Straße 22, 74906 Bad Rappenau  
[www.verbundschule-badrappenau.de](http://www.verbundschule-badrappenau.de)

### Selma-Rosenfeld-Realschule

Berliner Ring 22, 75031 Eppingen  
<https://www.selma-rs.de/index.html>

### Horneckschule

Grund- u. Hauptschule mit Werkrealschule und Realschule  
Panoramastraße 22, 74831 Gundelsheim  
[www.horneckschule.de](http://www.horneckschule.de)

### Realschule Güglingen

Wilhelm-Arnold-Platz 1, 74363 Güglingen  
[www.rs-gueglingen.de](http://www.rs-gueglingen.de)

### Steinbeis-Realschule Ilsfeld

Bollwerkstraße 9, 74360 Ilsfeld  
[www.realschule-ilsfeld.de](http://www.realschule-ilsfeld.de)

**Hölderlin-Realschule**

Hölderlinstraße 37, 74348 Lauffen a. N.  
[www.hrs-lauffen.de](http://www.hrs-lauffen.de)

**Jagsttal-Schulverbund Möckmühl**

Schubertstraße 11, 74219 Möckmühl  
[www.jsv-moeckmuehl.de](http://www.jsv-moeckmuehl.de)

**Hermann-Greiner-Realschule**

Steinachstraße 70, 74172 Neckarsulm  
[www.hgr-nsu.de](http://www.hgr-nsu.de)

**Franz-Binder-Verbundschule**

Karlstraße 5, 74172 Neckarsulm  
<https://franz-binder-vbs.de/>

**Helmbundschule**

Verbundschule: Werkrealschule und Realschule  
Gymnasiumstraße 16, 74196 Neuenstadt  
[www.helmbundschule.de](http://www.helmbundschule.de)

**Realschule Obersulm**

Pestalozzistraße 37, 74182 Obersulm  
<https://www.realschule-obersulm.de/>

**Leintal-Gemeinschaftsschule u. Realschule**

Falltorstraße 18, 74193 Schwaigern  
[www.leintalschule.de](http://www.leintalschule.de)

**Weibertreuschule Weinsberg**

Verbundschule: Werkrealschule und Realschule  
Rossäckerstraße 13, 74189 Weinsberg  
<https://www.weibertreuschule.de/>

## 2.4 *Gymnasium*

The *allgemeinbildendes Gymnasium* starts in year five and takes eight to nine years. Pupils aim for the *Abitur* to achieve the *allgemeine Hochschulreife* qualification. Many *Gymnasium* schools have different subject profiles, e.g. science or languages.

*Gymnasium* schools teach a wide range of subjects at a high level. Pupils must study at least two foreign languages. To succeed at a *Gymnasium* pupils must be very motivated and have a strong drive to learn, and they must be able to cope with a certain amount of pressure.

### Qualifications obtained

- After year 9: *Hauptschulabschluss*
- After year 10: *Realschulabschluss*
- After year 12/13: *Abitur*



## What happens next?

- Your child starts higher education/university
- Your child starts vocational training
- *Freiwilliges Soziales Jahr* (FSJ; Voluntary Social Year = voluntary work programme) / *Freiwilliges Ökologisches Jahr* (FÖJ; Voluntary Ecological Year = educational and orientation year)

In addition to the *allgemeinbildendes Gymnasium* schools, *berufliches Gymnasium* schools also prepare pupils for the *Abitur* (see section 3.3).

## Gymnasium schools in the Heilbronn district

### Friedrich-von-Alberti-Gymnasium

Hohe Straße 30, 74177 Bad Friedrichshall

<https://www.fvag.net/>

### Hohenstaufen-Gymnasium

Schulstraße 23, 74206 Bad Wimpfen

[www.hohenstaufen-gymnasium.de](http://www.hohenstaufen-gymnasium.de)

### Herzog-Christoph-Gymnasium

Dammstraße 20, 71717 Beilstein

<https://www.hcgbeilstein.de/>

### Zabergäu-Gymnasium

Hirnerweg 15, 74336 Brackenheim

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

### Hölderlin-Gymnasium

Charlottenstraße 87, 74348 Lauffen a. N.

<https://hoegy-lauffen.de/>

### Jagsttal-Gymnasium Möckmühl

Lehlestraße 9, 74219 Möckmühl

[www.itg-moeckmuehl.de](http://www.itg-moeckmuehl.de)

### Albert-Schweitzer-Gymnasium

Gymnasiumstraße 6, 74172 Neckarsulm

<https://www.asgnsu.de/>

### Eduard-Mörike-Gymnasium

Gymnasiumstraße 14 74196 Neuenstadt am Kocher

<https://www.emg-neuenstadt.de/>

### Justinus-Kerner-Gymnasium

Rossäckerstraße 11, 74189 Weinsberg

[www.jkg-weinsberg.de](http://www.jkg-weinsberg.de)

## **2.5 Sonderpädagogische Bildungs- und Beratungszentrum (SBBZ; special pedagogic educational and advice centre)**

If pupils are encountering particular difficulties or have a basic impairment or need special support, a special pedagogic educational and advice centre (SBBZ) may be a good solution for them. SBBZs focus on different areas:

- Mental development
- Emotional and social development
- Physical and motor skills development
- Language
- Learning
- Hearing
- Sight

The lessons offered by SBBZs are tailored to each child's specific difficulties. Specific support and therapy are also available. However, these schools do not offer their own preparatory classes for learning German.

### **Does your child need specific support?**

- Did your child already receive specific support in your home country or do they have particular problems? Please mention this when registering them with their school and bring any medical certificates and documents with you.
- Is your child attending a regular school but you have the impression that they need specific support? Please speak to the class teacher. Together with the school, you can request a consultation for special pedagogic support. However, a diagnosis may take several months.

Once your child's "*Anspruch auf ein sonderpädagogisches Bildungsangebot*" (entitlement to a special pedagogic educational programme) has been confirmed, you can choose between having them follow an inclusive programme at a general school or having them attend a special pedagogic educational and advice centre (SBBZ). Please note that not all general schools offer inclusive learning in all years, meaning your child may need to switch to a different school.

## Further information

The *Staatliches Schulamt Heilbronn* (Heilbronn State Education Authority) can assist you if you have any questions or encounter any difficulties regarding the need for special pedagogic support.

### ***Sonderpädagogik und Begleitstelle Inklusion*** (Special Educational Needs and Inclusion Support Office):

Education Authority Director Britta Lorenz  
(Head of Inclusion Support Office)  
[Britta.Lorenz@ssa-hn.kv.bwl.de](mailto:Britta.Lorenz@ssa-hn.kv.bwl.de)

Ms Susanne Götze-Mattmüller  
[Susanne.Goetze-Mattmueller@ssa-hn.kv.bwl.de](mailto:Susanne.Goetze-Mattmueller@ssa-hn.kv.bwl.de)  
Tel. +49 (0)7131 6437714

Staatliches Schulamt Heilbronn  
Rollwagstraße 14, 74072 Heilbronn  
Tel.: +49 (0)7131 6437711  
[www.schulamt-heilbronn.de](http://www.schulamt-heilbronn.de)

## SBBZs in the Heilbronn district

**Bethesda-Schule**  
Wilhelmstraße 12, 74177 Bad Friedrichshall  
[www.bethesda-schule.de](http://www.bethesda-schule.de)

**Albert-Schweitzer-Schule**  
Wagnerstraße 7, 74906 Bad Rappenau  
[www.sbbz-badrappenau.de](http://www.sbbz-badrappenau.de)

**Henry-Miller-Schule**  
Am Schulzentrum 8, 74336 Brackenheim  
[www.henry-miller-schule.de](http://www.henry-miller-schule.de)

**Christian-Heinrich-Zeller-Schule**  
Hagstraße 15, 75031 Eppingen  
[www.djhn.de/unsere-angebote/schulen/christian-heinrich-zeller-schule.html](http://www.djhn.de/unsere-angebote/schulen/christian-heinrich-zeller-schule.html)

**Kraichgauschule**  
Schulstraße 3, 75031 Eppingen  
[www.kraichgauschule-eppingen.de](http://www.kraichgauschule-eppingen.de)

**Freie Johannesschulen**  
Seeäckerstraße 3, 74223 Flein  
[www.johannesschulen-flein.de](http://www.johannesschulen-flein.de)

**SBBZ Ilsfeld**  
Bollwerkstraße 9, 74360 Ilsfeld  
[www.ilsfeld.de/website/de/kultur-bildung/schulen/sbbz](http://www.ilsfeld.de/website/de/kultur-bildung/schulen/sbbz)

**Erich-Kästner-Schule**  
Herdegenstraße 17, 74348 Lauffen a. N.  
[www.eks-lauffen.de](http://www.eks-lauffen.de)

**Kaywaldschule**  
Charlottenstraße 9, 74348 Lauffen a. N.  
[www.kaywaldschule.de](http://www.kaywaldschule.de)

**Ev. Stiftung Lichtenstern Privates SBBZ**  
Im Klosterhof 10, 74245 Löwenstein  
<https://www.lichtenstern.de/>

**Astrid-Lindgren-Schule**  
Danziger Straße 40, 74172 Neckarsulm  
[www.als-nsu.de](http://www.als-nsu.de)

**Pestalozzi-Schule Neckarsulm**  
Frankenweg 1, 74172 Neckarsulm  
[www.pestalozzischule-neckarsulm.de](http://www.pestalozzischule-neckarsulm.de)

**Lindenschule SBBZ**  
Öhringer Straße 12, 74196 Neuenstadt  
[www.lindenschule-foerderschule-neuenstadt.de](http://www.lindenschule-foerderschule-neuenstadt.de)

**Käthe-Kollwitz-Schule**  
Heilbronner Straße 66, 74182 Obersulm  
<https://kks-obersulm.de/de/>

**Sonnenbergschule SBBZ**  
Weststraße 4-6, 74193 Schwaigern  
<https://www.sonnenberg-sbbzl.de/>

**Feinauschule**  
Schulstraße 3, 74259 Widdern  
[www.feinauschule.de](http://www.feinauschule.de)

## ***Kommunale Behindertenbeauftragte (municipal representative for people with disabilities)***

If you encounter any difficulties, you can also contact the municipal representative for people with disabilities. Their role is to give people with disabilities and their relatives independent advice tailored to their specific circumstances.

→ <https://www.landkreis-heilbronn.de/kommunale-behindertenbeauftragte>

# 3 School for adolescents aged 15 and over

Adolescents who are aged 15 or older when they move to Germany generally must attend school until they are 18. There are many educational pathways available to them at *berufliche Schule* schools, either at state-funded or private schools. Attendance at these schools is largely free of charge.



The Peter-Bruckmann-Schule school in Heilbronn

These schools are located in Heilbronn or Neckarsulm (see overview in section 3.4). Pupils from the Heilbronn district sometimes travel for up to an hour or longer to their schools, by bus and train. Everyone considers this normal.

- **Starting at a *berufliche Schule* school:** Due to their age, newly arrived adolescents aged 15 or over generally do not attend a *weiterführende Schule* (*Hauptschule*, *Realschule*, *Gemeinschaftsschule* or *Gymnasium*) – in the time remaining until they graduate, they will generally not learn enough German to be able to successfully sit the exams in the various subjects. Newly arrived adolescents aged over 15 will only be admitted to a general *Gymnasium* in exceptional circumstances, such as if they already have excellent knowledge of German.
- **School qualifications:** If they obtain good grades and make good progress, adolescents can aim for all school qualifications at a *berufliche Schule*. There are *Berufsgymnasium* schools with different specialisms that prepare the pupils for the *Abitur* in three years – provided they have obtained the *mittlerer Abschluss* qualification and have sufficient knowledge of German (see section 3.2).
- **Spotlight on learning German:** Adolescent pupils may find that their educational career is delayed by one to two years because they need to learn the necessary language skills. For this reason, it is crucial that they learn German quickly and in a targeted way, to ensure they make good use of the time remaining until they are no longer required to attend school.
- **Tailored educational pathways:** Different options are available depending on how old the adolescent pupil is, their previous school education and any education qualifications they may already have. Their commitment, motivation and capabilities play a key role here. Sometimes it may be worthwhile for them to attend a *Jugendintegrationskurs* (youth integration course), such as when education qualifications from their home country can be recognised (see section 4.1). The *Jugendmigrationsberatung* (youth migration advice service) can assist with individual questions (see section 9).



- **Educational programmes for all:** Suitable educational programmes are also available for adolescent pupils who have gaps in their educational background. Their personal development depends to a large extent on whether they are motivated and able to learn German and attend the educational programmes on an ongoing basis. If this is not the case, they have the option of joining the labour market as temporary/auxiliary staff when they are 18 years old.  
In individual cases, they may be able to attend further education and training programmes later on alongside their job. The *Agentur für Arbeit* (Employment Agency) can assist with this (see section 9).
- **End of compulsory school attendance at 18 years old:** If pupils are already 18 years old and have little knowledge of German, there are only limited places available in other educational pathways at a *berufliche Schule*. If they wish to obtain education qualifications, they can contact the *Agentur für Arbeit* or the *Jobcenter* (if they receive *Bürgergeld*, i.e. citizen's benefit) to obtain details of other educational programmes. Given the limited places available, they will generally need to be highly motivated. The better their knowledge of German, the greater their educational opportunities and the more educational programmes available to them. In addition, adults also have the opportunity to obtain education qualifications later on in life alongside their job (see section 5).
- ➔ For motivated individuals aged over 25, the *Agentur für Arbeit* also offers educational programmes that could lead to a professional qualification.

### 3.1 Attending VABO as the first step

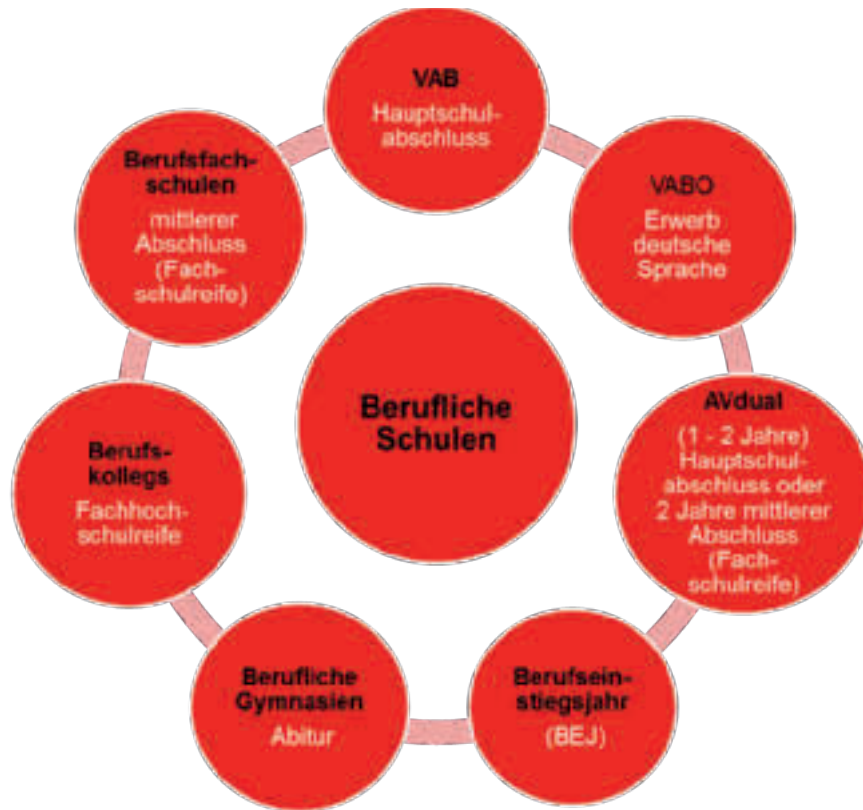
Generally speaking, newly arrived adolescents aged 15 or over who have no or only little knowledge of German start school in the language learning class (VABO). VABO stands for “*Vorbereitungsjahr Arbeit/Beruf mit Schwerpunkt Erwerb von Deutschkenntnissen*”, or “Preparatory year for work/career focusing on learning German”. Pupils in this class learn German in one to two years. The goal of the first year of VABO is to learn German skills at A2 level. They can then progress up to B2 level in their second year. The pupils also learn Maths and English.

Depending on how much German the adolescent pupils have learnt in VABO, they can then follow other educational pathways at a *berufliche Schule* with the aim of obtaining a school qualification by the time they reach 18 (when they are no longer required to attend school) and preparing them for the world of work. Many of them go on to attend *AV Dual* (see section 3.2). If they have achieved language level B2, they can also start an apprenticeship if they wish. There are also certain training programmes with language support, for which a lower language level is sufficient. The *Agentur für Arbeit* can assist with this (their contact details are provided in section 9).

Once they finish VABO, the pupils generally receive tailored advice as to the next steps for them. Support and guidance are also available from the *Jugendmigrationsberatung* and the *Agentur für Arbeit* (the addresses are listed in section 9). Adolescent pupils are encouraged to make active use of all advisory services to ensure they can make the most of the opportunities available to them.

### 3.2 Other educational programmes at a *berufliche Schule*

*Berufliche Schule* schools in the Heilbronn region offer lots of different ways for pupils to obtain education diplomas and other qualifications:



#### ***Duale Ausbildungsvorbereitung (AVdual; dual pre-vocational training)***

AVdual is a one-year programme consisting of general and practical teaching together with industrial placements lasting several weeks. It is aimed primarily at adolescents who would like to obtain the *Hauptschulabschluss* qualification or improve on their previous qualification. The focus is on tailored learning together with support from tutors.

Upon obtaining the AVdual qualification, the learners have the following options available to them:

- They start an apprenticeship or an *Einstiegsqualifizierung* (EQ; initial training placement – see section 6.1)
- They continue learning at a *Berufsfachschule* in order to obtain the *mittlerer Abschluss* qualification



## ***Berufseinstiegsjahr*** **(BEJ; preparatory vocational training year)**

Pupils complete the *Berufseinstiegsjahr* at a *Berufsschule* (vocational school) as a full-time course accompanied by an industrial placement. They must have the *Hauptschulabschluss* qualification in order to be admitted. They learn Maths, German and English as well as subject-specific theory and practical training.

Upon completing the *Berufseinstiegsjahr*, the learners have the following options available to them:

- They start an apprenticeship
- They continue learning at a *Berufsfachschule* in order to obtain the *Fachschulreife* qualification (corresponds to the *Realschulabschluss*).

For information about the *Berufseinstiegsjahr* and the admission procedure, please contact the *Berufsschule* schools directly (see section 3.4).

## ***Berufsfachschule* schools**

*Berufsfachschule* schools are associated with *berufliche Schule* schools. They provide pupils with a full-time, school-based programme of education and training. Pupils can also obtain the *mittlerer Bildungsabschluss* qualification.

There is a very wide range of these schools in the Heilbronn region focusing on different technical, industrial and socio-educational aspects:

- *Berufsfachschule* schools providing basic education/pre-vocational training (one to two years)
- *Berufsfachschule* schools where pupils aim for the *Fachschulreife* qualification (*mittlerer Bildungsabschluss*, two years)
- *Berufsfachschule* schools where pupils aim for a vocational qualification (one to three years)
- A *Berufsaufbauschule* school (one year to obtain the *Fachschulreife* qualification)



More detailed information is available from the individual *berufliche Schule* schools (the addresses are listed in section 3.4).

## **Berufskolleg schools**

If a pupil wants to attend a *Berufskolleg*, they will need to have the *mittlerer Bildungsabschluss (Realschulabschluss)* qualification. The aim is to obtain a school-based vocational training qualification in two to three years. In some cases the pupils can also obtain the *Fachhochschulreife* qualification. There are many different educational pathways available, focusing on different technical, commercial, foreign language or home economics/social/care subjects. More details on the respective profiles can be found in the overview of *Berufsschule* schools in section 3.4.

## **3.3 Berufliches Gymnasium schools**

*Berufliches Gymnasium* schools and *Aufbaugymnasium* schools both enable pupils to obtain the *Abitur* (and, therefore, the *allgemeine Hochschulreife* qualification) in three school years. Unlike the *allgemeinbildendes Gymnasium* schools, *berufliches Gymnasium* schools focus on providing job-related training, such as in

- Business
- Engineering
- Nutritional science
- Social science
- Health and care

In order to be admitted, pupils must have obtained the *mittlerer Abschluss* qualification and, usually, a certain average grade. In certain circumstances, a school qualification obtained outside Germany can also be recognised as equivalent to the *mittlerer Abschluss* (see section 4.1). Moreover, there are age restrictions. For more details about the admission requirements, please contact the schools directly or visit their websites (see the overview in section 3.4.).

## **3.4 Berufliche Schule, Berufsgymnasium and Aufbaugymnasium schools**

The *berufliche Schule* schools in the Heilbronn region offer a wide range of different educational pathways (see section 3.2).

The following overview also includes *berufliches Gymnasium* schools if they are associated with a *berufliche Schule*. The *Aufbaugymnasium* schools are listed at the end.



## **Berufliche Schule and Berufsgymnasium schools**

### **Peter-Bruckmann-Schule**

Social science *Gymnasium*

Main focus: health

Alfred-Finkbeiner-Straße 2, 74072 Heilbronn

[www.pbs-hn.de](http://www.pbs-hn.de)

### **Andreas-Schneider-Schule**

Economic science *Gymnasium*

Main focus: business

Längelter Straße 106, 74080 Heilbronn

[www.ass-hn.de](http://www.ass-hn.de)

### **Christiane-Herzog-Schule**

Nutritional science *Gymnasium*

Main focus: dietetics and chemistry

Biotechnological *Gymnasium*

Main focus: biotechnology

Health and social science *Gymnasium*

Main focus: education and psychology

Längelterstraße 106, 74080 Heilbronn

[www.chs-hn.de](http://www.chs-hn.de)

### **Christian-Schmidt-Schule**

Technical *Gymnasium*

Main focus: engineering and management, environmental engineering

Odenwaldstraße 5, 74172 Neckarsulm

[www.css-nsu.de](http://www.css-nsu.de)

### **Johann-Jakob-Widmann-Schule**

Technical *Gymnasium*

Main focus: environmental engineering

Sichererstraße 17, 74076 Heilbronn

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

### **Wilhelm-Maybach-Schule**

Technical *Gymnasium*

Main focus: mechatronics, design and media technology, information technology, engineering and management

Sichererstraße 17, 74076 Heilbronn

[www.wms-hn.de](http://www.wms-hn.de)

### **Akademie für Kommunikation Heilbronn**

Technical *Gymnasium*

Main focus: design and media technology

Business *Gymnasium*

Main focus: law, advertising/event management

Frankfurter Straße 81-85, 74072 Heilbronn

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

### **Gustav-von-Schmoller-Schule**

Business *Gymnasium*

Main focus: business, finance and international business

Frankfurter Straße 63, 74072 Heilbronn

<https://www.gvss-hn.net/>

### **Kolping-Bildungszentrum Heilbronn**

Social science *Gymnasium*

Main focus: education and psychology

Kilianstraße 11, 74072 Heilbronn

[www.sg.kolping-bildung-hn.de](http://www.sg.kolping-bildung-hn.de)

### **Berufsfachschule am Sölmertor USS impuls**

Main focus: business, administration, care, wood technology, nutrition and home economics

Weipertstraße 17, 74076 Heilbronn

[www.bas-hn.de](http://www.bas-hn.de)



**Diakonisches Institut für soziale Berufe, Altenpflege und Altenpflegehilfe**  
Fritz-Haber-Straße 34/1, 74081 Heilbronn-Sontheim  
aps-heilbronn@diakonisches-institut.de  
[www.diakonisches-institut.de](http://www.diakonisches-institut.de)

**Gustav-Werner-Schule**  
Main focus: home economics, wood technology and metal technology  
Holzstraße 5, 74072 Heilbronn  
gustav-werner-schule@djhn.de  
[www.djhn.de/unsere-angebote/schulen/gustav-werner-schule.html](http://www.djhn.de/unsere-angebote/schulen/gustav-werner-schule.html)

**IB Bildungszentrum**  
Main focus: nutrition and home economics, metal and wood technology  
Knorrstraße 8, 74074 Heilbronn  
[www.ib-heilbronn.de](http://www.ib-heilbronn.de)

**Kolping Bildungswerk**  
Main focus: business, social affairs and design  
Bahnhofstraße 8, 74072 Heilbronn  
[www.kolping-bildungswerk.de](http://www.kolping-bildungswerk.de)

**Pflegeakademie USS impuls**  
Main focus: care/nursing staff for the elderly  
Etzelstraße 34, 74076 Heilbronn  
<https://uss-schulen.de/pflegeakademie/>

**Susanne Finkbeiner Schule**  
Main focus: metal technology, warehouse logistics, retail trade and sales, catering  
Hans-Rießler-Straße 7, 74076 Heilbronn  
[www.sfs.bildungspark.de](http://www.sfs.bildungspark.de)

**Richard-von-Weizsäcker-Schule Öhringen**  
Social science *Gymnasium*  
Main focus: education and psychology  
Agricultural science *Gymnasium*  
Main focus: agricultural sciences, biology and biochemistry  
Am Maßholderbach 2, 74613 Öhringen  
[www.rws-oehringen.de](http://www.rws-oehringen.de)

## **Aufbaugymnasium schools**

**Aufbaugymnasium des Katholischen Freien Bildungszentrums St. Kilian**  
John-F.-Kennedy-Straße 21, 74074 Heilbronn  
[www.bz-stkilian.de](http://www.bz-stkilian.de)

**Aufbaugymnasium des Evangelischen Paul-Distelbarth-Gymnasiums**  
Mühlrainstraße 51, 74182 Obersulm  
[www.pdg-obersulm.de](http://www.pdg-obersulm.de)

# 4 Recognition of education qualifications obtained outside Germany

## 4.1 Recognition of school qualifications obtained outside Germany

School qualifications obtained outside Germany can sometimes be recognised. This is a good idea for anyone who wants to obtain a higher-level school qualification or is aiming to start an apprenticeship, job or university in Germany.

### Certificate recognition office of the Stuttgart regional administrative council

In Baden-Württemberg, the *Zeugnisanerkennungsstelle* (certificate recognition office) of the Stuttgart *Regierungspräsidium* (regional administrative council) is responsible for recognising school qualifications obtained outside Germany. This office compares foreign school qualifications with education qualifications offered in Baden-Württemberg (e.g. *Hauptschulabschluss*, *Realschulabschluss*/*Fachschulreife*, *Fachhochschulreife*/*Hochschulreife*) and issues a corresponding certificate.

- ➔ The waiting times are long, so please submit your application as soon as possible. You will usually need certified copies of your certificates. You can pay to obtain these from places such as the city hall as well as from some state-certified interpreters/translators, parish offices or public notaries.
- ➔ If you need your qualifications recognised in order to look for a job or training place, please contact the *Agentur für Arbeit* or the *Jobcenter* (if you are a client there) **before** submitting your application. The costs of the recognition process may be covered in individual cases. However, you must get in touch in advance to request this.
- ➔ Application details: <https://rp.baden-wuerttemberg.de/rps/>
  - > Über uns > Abteilungen > Abteilung 7 - Schule und Bildung
  - > Zeugnisanerkennungsstelle

## **4.2 Recognition of university entrance qualifications (*Abitur*)**

The university entrance qualifications of applicants from the European Union (EU) and European Economic Area (EEA: Iceland, Liechtenstein, Norway) and Switzerland are usually sufficient to start university in Germany. Separate regulations apply for countries outside the EU (known as third countries; the requirements for starting a university degree are listed in section 7.1).

### ***anabin* information system**

The *anabin* information system provides an initial, indicative overview:  
[https://anabin.kmk.org/no\\_cache/filter/schulabschluesse-mit-hochschulzugang.html#land\\_gewaehlt](https://anabin.kmk.org/no_cache/filter/schulabschluesse-mit-hochschulzugang.html#land_gewaehlt)

## **Qualifying for university through professional qualifications**

In addition to school education qualifications, professional qualifications may also open the door to university studies.

- ➔ For further information please see: <https://www.studieren-in-bw.de/vor-dem-studium/bewerben-und-hochschulzulassung/hochschulzugang/>

# 5 Obtaining education qualifications later on in life

Adults can opt for the “*zweiter Bildungsweg*” (“second chance” education, i.e. returning to education as adults) and take advantage of other opportunities to obtain education qualifications later on in life alongside their job or family commitments and while they are integrating. These programmes usually incur a fee and require a certain level of motivation and commitment.

## 5.1 *Hauptschulabschluss*

In addition to the two institutions named below, you can also obtain the *Hauptschulabschluss* qualification by attending the *Abendgymnasium Heilbronn* evening grammar school (see section 5.3).

### *Hauptschulfremdenprüfung* (external school examination)

Every year, the *Volkshochschule Heilbronn* adult education centre offers a course for adults to prepare them for the *Hauptschulfremdenprüfung* external school examination. The lessons focus on German and Maths. In order to be admitted, students must have achieved B2 level in their knowledge of German. Previous school experience lasting six to seven years is desirable. The course is subject to a fee. In certain circumstances you may be entitled to an education funding voucher from the *Jobcenter* in the Heilbronn district (for *Jobcenter* clients) or the *Agentur für Arbeit* in Heilbronn.



- ➔ For further information please see: <https://www.vhs-heilbronn.de/programm/schulische-bildung/schulabschluss>
- ➔ Information about the *Schulfremdenprüfung*: <https://hn.schulamt-bw.de/Lde/Startseite/Themen/Schulfremdenpruefung+Hauptschul-+und+Werkrealschulabschluss>
- ➔ For further information please see: <https://km.baden-wuerttemberg.de/de/schule/hauptschule/werkrealschule/schulfremdenpruefung>

### *Berufsvorbereitende Bildungsmaßnahme* (BvB; pre-vocational education programme)

The *berufsvorbereitende Bildungsmaßnahme* (BvB) is offered in Heilbronn as a full-time programme by the training provider USS (for the address please see section 3.4). It is aimed at adolescents who already fulfil their duty to attend a *Berufsschule* but do not have an apprenticeship place yet. The programme includes various aspects such as vocational orientation and internships. Pupils are also able to catch up on the *Hauptschulabschluss* qualification if they do not have it yet. Please contact the *Agentur für Arbeit* (for the address please see 9) or the *Jobcenter* (if you are a client there) for further details.

## 5.2 Realschulabschluss

In addition to the *Abendrealschule Heilbronn* evening secondary school, pupils can also aim for their *Realschulabschluss* qualification by attending the *Abendgymnasium Heilbronn* evening grammar school (see section 5.3).

### **Abendrealschule Heilbronn evening secondary school**

The state-approved *Abendrealschule Heilbronn* enables people aged 16 and over to obtain the *Realschulabschluss* (*Mittlere Reife*) qualification in 22 months. The lessons incur a small fee and take place on weekday evenings in Heilbronn (20 teaching hours a week). The final exam is held at the *Abendrealschule Heilbronn* in accordance with the applicable examination regulations issued by the Baden-Württemberg *Kultusministerium* (Ministry of Education and Cultural Affairs).

In order to attend, pupils must have good knowledge of German and the *Hauptschulabschluss* qualification.

- ➔ For further information please see:  
<https://www.abendrealschule-heilbronn.de>  
Gildenstr. 28, 74074 Heilbronn (venue for lessons:  
Weststr. 33, 74072 Heilbronn), tel. +49 (0)7131-251304,  
e-mail: [abendrealschule.heilbronn@t-online.de](mailto:abendrealschule.heilbronn@t-online.de)
- ➔ Information about the *Schulfremdenprüfung* exam to obtain the *Realschulabschluss* qualification:  
<https://hn.schulamt-bw.de/.Lde/Startseite/Themen/Schulfremdenpruefung+Realschulabschluss>
- ➔ For further information please see: <https://km.baden-wuerttemberg.de/de/schule/realschule/schulfremdenpruefung-realschule>

## 5.3 Abitur

### **Abendgymnasium Heilbronn evening grammar school**

The *Abendgymnasium Heilbronn* enables adults to obtain several school qualifications. It is aimed at people without school qualifications as well as people with the *Hauptschulabschluss*, *mittlerer Bildungsabschluss* and *Fachhochschulreife* qualifications.

Depending on the person's previous education, they can achieve the *mittlerer Bildungsabschluss* in two years, the *Fachhochschulreife* in two to three years, and the *Abitur* in two, three or four years. Lessons take place four evenings a week.

In addition to good knowledge of German, participants will need to provide proof of professional training, professional experience or a family household. If they are currently unemployed, this can also be recognised for admission purposes. Their proficiency in the second foreign language can be evidenced by taking a *Feststellungsprüfung* (assessment test) or attending French classes at the *Abendgymnasium*.

➔ Further information: [www.ag.kbz-hn.de](http://www.ag.kbz-hn.de), [sekretariat@kbw-gruppe.de](mailto:sekretariat@kbw-gruppe.de),  
tel. +49 (0)7131 888 60



# 6 Apprenticeships

Germany offers a special educational pathway for obtaining a professional qualification – the apprenticeship. It usually takes two to three and a half years.

In certain circumstances you may be able to shorten or extend an apprenticeship or complete it part time.

To obtain an apprenticeship place, you need to apply directly to a company. If they are interested in your application, you will then be invited to an interview. If both sides are satisfied, an apprenticeship contract can then be concluded.



Source: [https://cdn.pixabay.com/photo/2024/01/10/16/04/solar-8499873\\_1280.jpg](https://cdn.pixabay.com/photo/2024/01/10/16/04/solar-8499873_1280.jpg)

The main points of contact for apprenticeships are the personnel at the *Agentur für Arbeit* or the placement officers at the *Jobcenter* (if you are a client there). The two business chambers in the area – the *Industrie- und Handelskammer Heilbronn-Franken* (IHK; Heilbronn-Franconia Chamber of Industry and Commerce) and the *Handwerkskammer Heilbronn-Franken* (HWK; Heilbronn-Franconia Chamber of Skilled Trades and Crafts) – can also provide advice and assistance. As a result, prospective apprentices can always find the help and support they need.

Most apprenticeships consist of a “dual” programme of work and study in cooperation with a company. This means that each week, the apprentices generally spend certain days either

- at the *Berufsschule* school (to learn the theory) or
- at the company (for practical instruction)

There are also apprenticeships that are entirely school-based. You can choose from a total of around 350 professions in a wide range of industries.

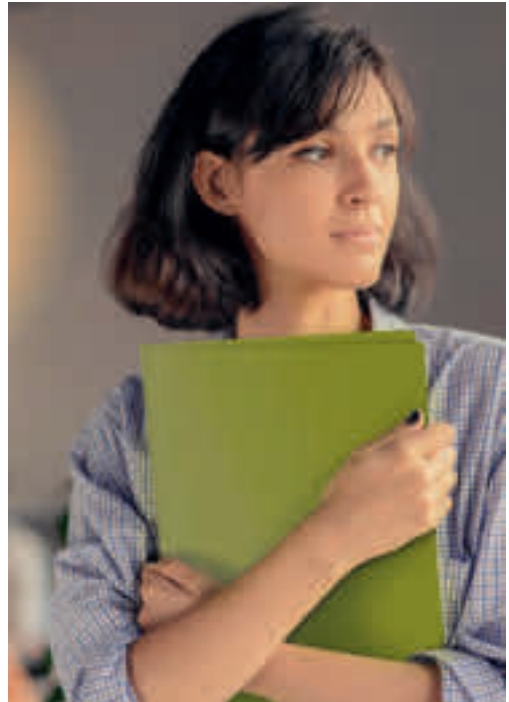
## Information on professions

There are several excellent sources of information online that provide an overview of apprenticeships, including:

- [www.planet-beruf.de](http://www.planet-beruf.de)
- [www.berufenet.arbeitsagentur.de](http://www.berufenet.arbeitsagentur.de)
- [www.berufe.tv](http://www.berufe.tv)

## Advantages of an apprenticeship

- Long-term employment opportunities through training; avoid becoming unemployed
- Good earnings potential and development opportunities (this depends on the profession to a certain extent)
- Earn an apprenticeship wage (unless you are completing an entirely school-based apprenticeship)
- Option to continue training to become a *Meister* (master craftsman) after the apprenticeship (opens the door to self-employment)
- ➔ An apprenticeship coupled with a few years of professional experience also gives you a specialised university entrance qualification, meaning you can even study your specialist field without obtaining the *Abitur*.



## 6.1 Requirements if you want to do an apprenticeship

An apprenticeship is an option for many people. The following aspects must be considered here:

- **Knowledge of German:** In terms of German skills, the minimum recommended level is B2 (as defined under the CEFR). If you have a lower level than this, you may encounter problems with the lessons at the *Berufsschule* and with the exams. Please note that whilst you are working at the company and attending the *Berufsschule*, you will not have much time left to systematically improve your knowledge of German. From experience, attempting to additionally learn German in the evenings, at the weekends or during holidays – at job-specific language courses or apprenticeship courses if applicable – will place a great burden on you.
- **Education qualifications:** Generally speaking, you will need at least the *Hauptschulabschluss* qualification in order to conclude an apprenticeship contract. Some apprenticeship professions may also require higher qualifications. If you do not have education qualifications, it may be possible to make other arrangements on a case-by-case basis.
- **Age limit:** There is usually no age limit to start an apprenticeship. Prospective apprentices who are older than 25 should contact the *Agentur für Arbeit*, the *Jobcenter* (if they are a client there) or the Chambers to enquire about a *Teilqualifizierung* (TQ; partial qualification). These modular programmes can also lead to a vocational qualification (see further below).

- **Drive to learn:** Apprentices must remain eager to learn on a sustained basis because they will need to attend lessons at the *Berufsschule*, work in the company and cope with the interim and final exams.

### ***Einstiegsqualifizierung* (EQ-Praktikum; initial training placement)**

Adolescents can opt for an *Einstiegsqualifizierung* (EQ) to get to know a particular apprenticeship profession at a company. An *Einstiegsqualifizierung* lasts at least four but no more than 12 months. If they successfully complete it, the company then concludes an apprenticeship contract with the individual.

The funding period starts no sooner than 1 October each year. In certain cases it may begin earlier on 1 August.

Please contact the *Agentur für Arbeit* (for details please see section 6.2) or the *Jobcenter* (if you are a client there).



### ***Teilqualifikation* (TQ; partial qualification)**

Motivated older, trained or immigrant persons aged 25 or older who have professional experience can opt for the *Teilqualifikation* (TQ) – a modular programme that enables them to acquire professional expertise and, following a final exam, a vocational qualification. TQs are derived from regular apprenticeship professions and are available for technical and commercial professions as well as various service fields, e.g. warehouse roles or the hospitality industry. TQs are sometimes also provided by training providers. For further details, please contact the advisers at the *Agentur für Arbeit* (please see section 6.2).

### **Help when searching for an apprenticeship place**

The following websites will help you to search for vacant apprenticeship places:

- Apprenticeship search function at the *Agentur für Arbeit*: <https://www.arbeitsagentur.de/jobsuche/>
- Apprenticeship search function at the *Berufsinformationszentrum* (BIZ; vocational information centre): <https://www.arbeitsagentur.de/vor-ort/heilbronn/biz-heilbronn>
- Apprenticeship market provided by the Chamber of Industry and Commerce: <https://www.ihk-lehrstellenboerse.de/>
- Apprenticeship market provided by the Chamber of Skilled Trades and Crafts: <https://service.hwk-heilbronn.de/lehrstellenangebotssuche/>

## 6.2 Advice and support regarding apprenticeships

Prospective apprentices can obtain advice and support from many different places. The following organisations should be your primary ports of call.

### Career guidance from the *Agentur für Arbeit Heilbronn*

- Comprehensive personalised advice on choosing the best career for you
- Identification of your personal preferences and inclinations (career choice test)
- Information on vocational training and vacant apprenticeship places
- Information on the application procedure
- Information on school-based and other bridging programmes
- Information on language support

### Contact details and further information

Agentur für Arbeit Heilbronn

Rosenbergstraße 50, 74074 Heilbronn

<https://www.arbeitsagentur.de/bildung/ausbildung>

<https://www.arbeitsagentur.de/vor-ort/heilbronn>

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

E-mail for career guidance: [Heilbronn.Berufsberatung@arbeitsagentur.de](mailto:Heilbronn.Berufsberatung@arbeitsagentur.de)

Register for a consultation: +49 (0)7131 969 888

### ***Berufsinformationszentrum (BiZ; vocational information centre) at the *Agentur für Arbeit Heilbronn****



You can visit the BiZ every day, with no need for an appointment. It provides information about studying, apprenticeships and jobs:

- Search for apprenticeship places and jobs
- Obtain information about applying for vacancies
- Use PCs incl. colour printer, scanner and USB for applications
- ➔ If you are finding it difficult to write your application, you can find help and support here: <https://www.arbeitsagentur.de> > Arbeitslos und Arbeit finden > Bewerbungstraining > Bewerbung schreiben

**Handwerkskammer Heilbronn-Franken (HWK; Heilbronn-Franconia Chamber of Skilled Trades and Crafts)**  
**Industrie- und Handelskammer Heilbronn-Franken (IHK; Heilbronn-Franconia Chamber of Industry and Commerce)**

In their role as organisations representing the interests of companies, the Chambers also offer prospective apprentices a wide range of information and support.

**Apprenticeship advisers at the Chamber of Skilled Trades and Crafts**

Ms Gil, the adviser for immigrants at the Heilbronn-Franconia Chamber of Skilled Trades and Crafts, is available to provide advice on vocational training:



Point of contact: Ms Annabel Gil  
Handwerkskammer Heilbronn-Franken  
Allee 76, 74072 Heilbronn  
Tel. +49 (0)7131 791-157, [Annabel.Gil@hwk-heilbronn.de](mailto:Annabel.Gil@hwk-heilbronn.de)

Ms Gil provides prospective apprentices with personalised advice free of charge, helps them to decide on the best career for them and assists with applications and interviews. She also helps people to search for internships and apprenticeship places and make contact with companies.

In addition, the apprenticeship advisers at the Chambers can also help with many questions and problems regarding apprenticeships, attending a *Berufsschule* or the companies. If you encounter any difficulties, we recommend getting in touch at an early stage.

Contact: [www.hwk-heilbronn.de](http://www.hwk-heilbronn.de) > Ausbildung > Beratung > Beratung für Auszubildende

**Apprenticeship advisers at the Chamber of Industry and Commerce**

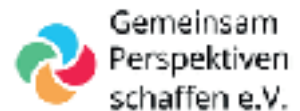
Contact: [www.heilbronn.ihk.de](http://www.heilbronn.ihk.de) > Ausbildung & Weiterbildung > Ausbildung





## Job coaches in Bad Rappenau

The job coaches are volunteers who provide personalised assistance to immigrants from Bad Rappenau and other places in the Heilbronn district when they are getting started with work or an apprenticeship:



- Help with finding a job or a suitable apprenticeship
- Help with writing applications
- Guidance on how to navigate the German labour market
- ➔ Office hours: Tuesdays from 10:00 – 12:00 at the Jugendhaus MaxiMal, Hinter dem Schloß 6, 74906 Bad Rappenau  
Tel. (0049) 0171 3755359, e-mail: [jobcoach-badrappenau@gmx.de](mailto:jobcoach-badrappenau@gmx.de)

## 6.3 Help during the apprenticeship

Despite making every effort to prepare for an apprenticeship, problems may still occur during the apprenticeship. In such cases, you can obtain help and support from various places.

### Support at the *Berufsschule* schools

All *Berufsschule* schools have guidance teachers or social workers who can help if problems arise during an apprenticeship. They provide targeted assistance and can refer you to other sources of support. The course instructors or the *Sekretariat* staff at the school can help you get in touch with them.



### Apprenticeship advisers at the Chamber of Industry and Commerce and Chamber of Skilled Trades and Crafts

The apprenticeship advisers at the *Handwerkskammer Heilbronn-Franken* (HWK; Heilbronn-Franconia Chamber of Skilled Trades and Crafts) and the *Industrie- und Handelskammer Heilbronn-Franken* (IHK; Heilbronn-Franconia Chamber of Industry and Commerce) are also available to help apprentices during their apprenticeship (for details of the advice they provide, please also see section 6.2).

- ➔ Contact:  
**Chamber of Industry and Commerce:** [www.heilbronn.ihk.de](http://www.heilbronn.ihk.de) > Ausbildung & Weiterbildung > Ausbildung  
**Chamber of Skilled Trades and Crafts:** [www.hwk-heilbronn.de](http://www.hwk-heilbronn.de) > Ausbildung > Beratung > Beratung für Auszubildende



## **Assistierte Ausbildung (AsA; assisted apprenticeships)**

An *Assistierte Ausbildung* (AsA) is a personalised support programme for apprentices aged 18 - 25 which aims to ensure their apprenticeship is a success. It can include things like special lessons tailored to their individual needs, support with German, help with exams, and advice on how to deal with social problems or conflicts. In some cases the AsA can start before the apprenticeship itself begins. It is arranged by the careers advisers at the *Agentur für Arbeit Heilbronn* (for the contact details see section 9) or the placement officers at the *Jobcenter* (if the apprentice is a client there).

➔ For further information please see:  
<https://www.arbeitsagentur.de/bildung/ausbildung/assistierte-ausbildung-asa>

## **VerAplus mentoring programme (Verbesserung von Ausbildungserfolgen; making apprenticeships more successful)**

The dedicated support staff from the VerAplus initiative, which is organised by the *Senior-Expert-Service* (SES), are volunteers who provide long-term support to apprentices free of charge to help with any challenges they may encounter during their apprenticeship, e.g. the subject matter, problems at the *Berufsschule* or in the company.



➔ Apprenticeship support can be requested online:  
<https://vera.ses-bonn.de/ich-bin-azubi>  
Contact: Regional Coordinator Klaus Harder,  
e-mail: [heilbronn@vera.ses-bonn.de](mailto:heilbronn@vera.ses-bonn.de), tel. +49 171 3755359,  
[www.vera.ses-bonn.de](http://www.vera.ses-bonn.de)

## 6.4 Financial support during the apprenticeship

Different finance options are available depending on whether the apprenticeship is entirely school-based or falls under the “dual” education system comprising in-school teaching and industrial placements at a company (known as *Duale Ausbildung*).

### School-based apprenticeship

If the apprenticeship is entirely school-based, apprentices can contact the *Landratsamt* (District Office) to request financial support as provided under *BAföG* (German Federal Education Assistance Act).

- ➔ For further information please contact:  
Jugendamt Besondere Dienste  
Lerchenstraße 40, 74072 Heilbronn, tel.: +49 (0)7131 994406  
E-mail: [Jugendamt@landratsamt-heilbronn.de](mailto:Jugendamt@landratsamt-heilbronn.de)  
[www.landkreis-heilbronn.de/ausbildungsfoerderung](http://www.landkreis-heilbronn.de/ausbildungsfoerderung)
- ➔ Further information is also available on the *BAföG* website: [www.bafög.de](http://www.bafög.de)

### Apprenticeship under the “dual” education system

If the apprenticeship falls under the “dual” education system and comprises an industrial placement at a company together with in-school teaching at a *Berufsschule*, apprentices may, in certain circumstances, be eligible for *Berufsausbildungsbeihilfe* (BAB; vocational training allowance) from the *Agentur für Arbeit Heilbronn*.

- ➔ For further information please see:  
[www.arbeitsagentur.de/bildung/ausbildung/berufsausbildungsbeihilfe-bab](http://www.arbeitsagentur.de/bildung/ausbildung/berufsausbildungsbeihilfe-bab)

### *Kindergeld* (child benefit) for apprentices

In certain circumstances apprentices may receive *Kindergeld* until they are 25. The organisation responsible for handling this in the Heilbronn district is the *Familienkasse Baden-Württemberg Ost* – Tauberbischofsheim location.

- ➔ For further information please see:  
<https://www.arbeitsagentur.de/vor-ort/familienkasse/familienkasse-baden-wuerttemberg-ost-tauberbischofsheim.html>

# 7 Going to university in Germany

## 7.1 Requirements for going to university in Germany

In order to study at a university of applied sciences or other university in Baden-Württemberg, immigrants who are foreign nationals will generally need a valid *Aufenthaltstitel* (residence permit). International students who are applying from outside Germany will need a *Studierendenvisum* (student visa).

The following are also required:

- A university entrance qualification recognised in Germany
- Excellent knowledge of German (at least level C1) and proof of a relevant German exam for admission purposes, such as TestDaF, DSH2 or C1 telc Hochschule



### University entrance qualification

The university entrance qualifications (e.g. *Abitur*) held by applicants from the EU/EEA and Switzerland are generally sufficient for going to university in Germany. There are also specific rules and regulations for each country.

- ➔ The *anabin* information system provides an initial, indicative overview. For further information please see:



[https://anabin.kmk.org/no\\_cache/filter/schulabschluesse-mit-hochschulzugang.html#land\\_gewaehlt](https://anabin.kmk.org/no_cache/filter/schulabschluesse-mit-hochschulzugang.html#land_gewaehlt)

Prospective students who do not have a direct university entrance qualification can attend the two-semester programme offered by the *Studienkolleg* (Center for International Students) in Konstanz (specialising in engineering or business).

- ➔ For further information please see: <https://www.htwg-konstanz.de/studium/studienkolleg-der-htwg-konstanz>

In addition to a university entrance qualification recognised in Germany, for a couple of years now it has also been possible to attend university based on your professional qualifications.

- ➔ For further information please see: <https://www.studieren-in-bw.de/vor-dem-studium/bewerben-und-hochschulzulassung/hochschulzugang/>

We recommend getting in touch with the advice centres listed in section 7.3 in good time to identify the options available to you.

## Knowledge of German

In almost all Bachelor degrees, classes are taught in German. There are only a small number of Master degrees which are taught in English:

➔ Information on degrees: <https://www.daad.de/de/studieren-und-forschen-in-deutschland/studienprogramme-sprachkurse/alle-studiengaenge/>

The level of German required may vary from degree to degree. For further details, please contact the relevant university. Many universities require applicants to have passed the *Deutsche Sprachprüfung für den Hochschulzugang* (DSH, German language proficiency test for entry to a German university).

➔ For further information please see: <http://dsh.de/>

## 7.2 Funding your degree

Bachelor degrees (and some Master degrees) at state-funded universities are generally free of charge. However, prospective students who have a *Studierendenvisum* (student visa) and have come to Germany in order to go to university will have to pay for their German degree.

### **BAföG**

Students can turn to the *BAföG* (*Bundesausbildungsförderungsgesetz*, German Federal Education Assistance Act) for help with their living expenses. Half of the funding is provided in the form of a grant, while the other half is an interest-free loan that has to be repaid at a later date. Foreign nationals can also receive *BAföG* funding, for example EU citizens or people who have a *Niederlassungserlaubnis* (settlement permit) or are recognised as refugees. To submit an application or for further advice, please contact the *Studierendenwerk* (student support service) at the relevant university.

➔ For further information please see: <https://www.bafög.de/> and the *Studierendenwerk* at the relevant university

### **Garantiefonds Hochschule funding**

In certain circumstances, financial support can be provided under the *Garantiefonds Hochschule* programme (GF-H; see section 7.3).

### **Grants**

Funding may also be available in the form of a grant.

➔ For further information please see: [www.daad.de](http://www.daad.de) > Studieren und Forschen in Deutschland > Die Stipendien > Stipendiendatenbank

## 7.3 Advice and information for immigrants who want to go to university

The *GF-H* educational advisers at INVIA Stuttgart provide advice and support to young immigrants and help them to prepare for, start or continue their academic career. Financial support is also available for certain groups of people.



If you are interested, please register for a consultation:

➔ Register for a consultation/application:

[https://bildungsberatung-gfh.de/wde/kontakt/Online-Anmeldung\\_Antrag.php](https://bildungsberatung-gfh.de/wde/kontakt/Online-Anmeldung_Antrag.php)

German language classes up to level C1 can be offered for prospective students (this will be checked in the consultation).

➔ For further information please see: <http://invia-drs.de/gemeinsam-perspektiven-entwickeln/bildungsberatung-garantiefonds-hochschule/>

## Further information on going to university

The primary source of information when it comes to going to university in Germany is the *Deutsche Akademische Austauschdienst* (DAAD; German Academic Exchange Service).



You can also consult many other information portals:

- <https://www.daad.de/de/>
- <https://www.hochschulkompass.de/home.html>
- <https://www.study-in-germany.de/de/>

➔ Information on going to university in Baden-Württemberg:  
<https://www.studieren-in-bw.de/>

➔ University ranking:  
<https://www.daad.de/en/study-and-research-in-germany/plan-your-studies/che-university-ranking/>

# 8 Recognition of non-German professional qualifications and degrees

Have you obtained a degree, or a professional qualification lasting at least two years, back in your home country? If so, you may be able to have your qualification recognised in Germany and work as a skilled worker in your field.

➔ *Jobcenter* clients: please request an appointment with a continuing education adviser at the *Jobcenter*. They will advise you on whether you can have your non-German professional qualification recognised and whether you will need to pay the associated costs.

## 8.1 Regulated and non-regulated professions

Academic degrees and occupations requiring formal training do not always need to be recognised. As a basic rule:

- Regulated professions are legally protected, so your qualifications must be recognised in order to work in that profession (for example, healthcare professions).
- Non-regulated professions are not legally protected. It is not essential for your qualifications to be formally recognised in order to work in these professions.

➔ In addition to determining whether your qualifications need to be recognised, it goes without saying that the relevant regulations governing residence must also always be observed. For further information please see: <https://www.make-it-in-germany.com>

Having your university degree recognised/assessed offers you the following benefits:

- You can work in Germany as a skilled worker, which improves your career prospects and enables you to earn more money.
- In some cases your professional qualifications must be recognised in order to work in certain professions (see the figure below).
- Depending on your specific field of work, having your non-German qualifications recognised makes you an attractive skilled worker on the labour market.



When do my qualifications need to be recognised?  
Regulated and non-regulated professions

Profession	Recognition: MANDATORY or OPTIONAL	Examples
<b>Occupations requiring formal training</b>	Regulated: Recognition = <b>MANDATORY</b>	<ul style="list-style-type: none"> <li>Health professions (e.g. healthcare staff and nurses)</li> <li>Education professions (e.g. nursery teachers)</li> </ul>
<b>Occupations requiring formal training</b>	Non-regulated: Recognition = <b>OPTIONAL</b>	<ul style="list-style-type: none"> <li>Trades (e.g. hairdressers)</li> <li>Professions relating to the Chamber of Industry and Commerce (e.g. <i>Kauffrau/-mann für Büromanagement</i> (Office Management Assistant))</li> </ul>
<b>Academic professions</b>	Regulated: Recognition = <b>MANDATORY</b>	<ul style="list-style-type: none"> <li>Medical health professions (e.g. doctors, pharmacists)</li> <li>Education professions (teachers, social education workers)</li> <li>Titled engineers</li> </ul>
<b>Academic professions</b>	Non-regulated: Recognition of qualifications/ Statement of Comparability = <b>OPTIONAL</b>	<ul style="list-style-type: none"> <li>Sociologist, graduate in business management</li> <li>Humanities and social sciences professions</li> <li>STEM professions</li> <li>Non-titled engineers</li> </ul>

Source: <https://www.netzwerk-iq.de/> "Integration through Qualification" programme (IQ)

➔ The portal "*Anerkennung in Deutschland*" ("Recognition of qualifications in Germany", <https://www.anerkennung-in-deutschland.de/>) can help you to check whether your vocational qualification needs to be recognised and which organisation to contact.

## 8.2 Recognition of professional qualifications

The online information portal "*Anerkennung in Deutschland*" ("Recognition of qualifications in Germany") provides details of which organisation is responsible for recognising your training:

<https://www.anerkennung-in-deutschland.de/html/de/fachkraefte.php>

The portal <https://www.bq-portal.de/> shows the curricula for German occupations requiring formal training. You can therefore check in advance whether your non-German degree could be recognised.



## Advice on recognising qualifications from the Heilbronn-Franconia Chamber of Skilled Trades and Crafts (HWK)

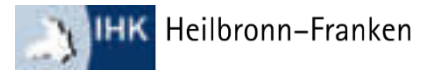


- ➔ Advice and recognition procedure for professional qualifications relating to skilled trades and crafts (*Berufsqualifikationsfeststellungsgesetz* or BQFG; German Professional Qualifications Assessment Act), and advice on the *Anpassungsqualifizierung* (training to compensate for differences between non-German and German qualifications) and on the *Fachkräfteeinwanderungsgesetz* (FEG; German Skilled Immigration Act)

Contact:

Bettina Ludwig, *Handwerkskammer Heilbronn-Franken*  
(Heilbronn-Franconia Chamber of Skilled Trades and Crafts)  
*Berufsbildung, Anerkennung ausländischer Bildungsnachweise*  
(Vocational training, recognition of non-German education certificates)  
Allee 76, 74072 Heilbronn  
Tel. +49 (0)7131 791-162, e-mail: [Bettina.Ludwig@hwk-heilbronn.de](mailto:Bettina.Ludwig@hwk-heilbronn.de)

## Advice on recognising qualifications from the Heilbronn-Franconia Chamber of Industry and Commerce (IHK)



- ➔ Advice and recognition procedure for professional qualifications relating to trade and industry (*Berufsqualifikationsfeststellungsgesetz* or BQFG; German Professional Qualifications Assessment Act), and advice on the *Anpassungsqualifizierung* (training to compensate for differences between non-German and German qualifications) and on the *Fachkräfteeinwanderungsgesetz* (FEG; German Skilled Immigration Act)

➔ German Skilled Immigration Act: [New regulations on skilled immigrants – Heilbronn-Franconia Chamber of Industry and Commerce](#)

➔ German Professional Qualifications Assessment Act: [Recognition of non-German professional qualifications – Heilbronn-Franconia Chamber of Industry and Commerce](#)

Contact:

Sabine Schmälzle, *Industrie und Handelskammer*  
(Chamber of Industry and Commerce)  
*Referentin Berufsbildung* (Vocational training adviser)  
Tel.: +49 (0)7131 9677-451, e-mail: [anerkennung@heilbronn.ihk.de](mailto:anerkennung@heilbronn.ihk.de)

## Advice on recognising qualifications from AWO Stuttgart

AWO Stuttgart provides general advice on recognising professional qualifications. Consultations are held regularly by appointment in Heilbronn.



### Recognition and Qualification Advice Team

<https://www.awo-stuttgart.de/index.php/migrant-innen/aner kennungs-und-qualifizierungsberatung>

E-mail: [aner kennung@awo-stuttgart.de](mailto:aner kennung@awo-stuttgart.de)

Phone: +49 (0)711-21061-17

➔ Further general information and advice on recognising qualifications is available here: [www.anerkennung-in-deutschland.de](http://www.anerkennung-in-deutschland.de)

## 8.3 Recognition of university degrees

If you hold a non-German university degree for a regulated profession (see section 8.1), you will always need to apply for it to be recognised. Examples of such professions include doctors and pharmacists. If you have a university degree for a non-regulated profession, you can work in your field without having it recognised, e.g. mathematicians or sociologists.

### → *anabin* database

The *ANABIN* database maintained by the *Kultusministerkonferenz* (Conference of Ministers of Education) enables you to check in advance if the qualification and university are recognised in Germany (H+). It also tells you everything you need to know about the recognition of certificates:  
<https://anabin.kmk.org/anabin.html>



## Statement of Comparability for university degree certificates

To improve your career prospects, it can sometimes be advisable to pay to have your non-German university degree certificate assessed, even for non-regulated professions. The *Zeugnisbewertung* (Statement of Comparability) is an official document that describes your non-German university qualifications and compares them with a qualification in the German education system. This makes it easier for employers to classify your qualification, which may be beneficial to you when applying for vacancies or negotiating your salary.

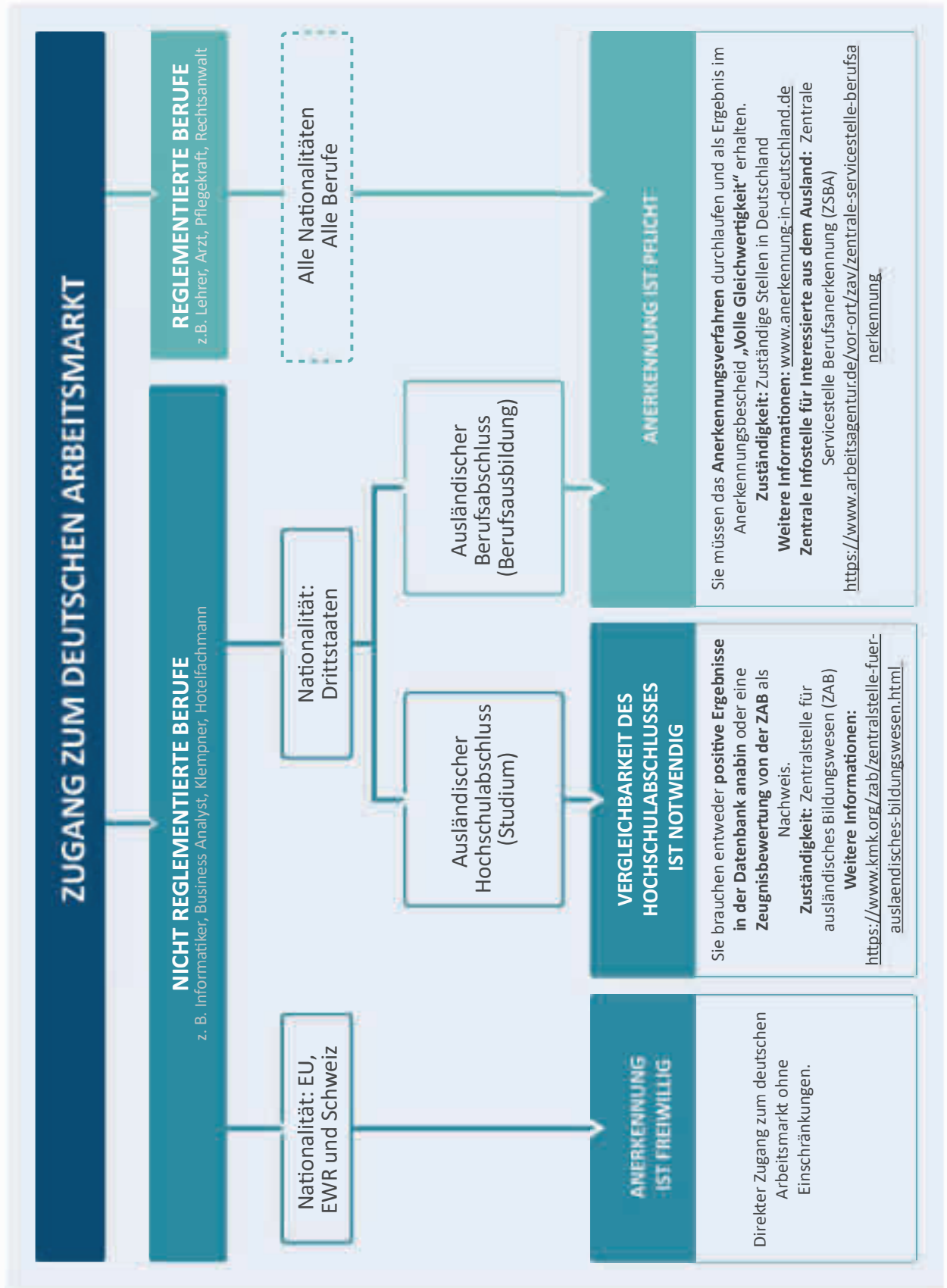
→ Pre-check for Statement of Comparability: <https://zab.kmk.org/> > Zeugnisbewertung > Zum Vorab-Check

### For further information and to apply, contact:

*Zentralstelle für ausländisches Bildungswesen* (ZAB; Central Office for Foreign Education)  
in the *Sekretariat* of the *Kultusministerkonferenz*  
Graurheindorfer Straße 157, 53117 Bonn  
(Postal address: Postfach 2240, 53012 Bonn)  
E-mail: [zabservice@kmk.org](mailto:zabservice@kmk.org), tel.: +49 (0)228 501664

→ This service may be free of charge for clients of the *Agentur für Arbeit* or the *Jobcenter*. To check this, it is essential that you get in touch with them **before submitting your application!**

→ The AWO team can also provide advice on recognising non-German university degrees:  
<https://www.awo-stuttgart.de/index.php/migrant-innen/aner kennungs-und-qualifizierungsberatung>



# 9 Advice and support

## 9.1 Financial assistance from the “Bildung und Teilhabe” (BuT; education and participation) funding programme

Children and adolescents from families with a low income can receive support from the “*Bildungs- und Teilhabepaket*” (BuT) funding programme.

- Financial support is available for:
- School materials: €195 for each child per school year (split into payments of 130 and 65 euros)
  - School transport: as from 3 km, €30.42 per month
  - One-day/multi-day school excursions: total costs
  - Lunch together at school: total costs
  - Leisure activities for children up to 18 years old: max. €15 per month for membership fees, children’s camps etc.
  - Learning support/tutoring: typical local prices

(As at October 2024)

- For further information please see:  
<https://www.landkreis-heilbronn.de/bildungs-und-teilhabepaket-fuer-kinder-und-jugendliche.9083.htm>  
<https://familienportal.de/familienportal/familienleistungen/bildung-und-teilhabe>

## Organisations responsible for handling *BuT* applications

Depending on the specific benefits involved and the personal requirements, different organisations are responsible for receiving applications for *BuT* benefits:

Benefit	Organisation responsible for <i>BuT</i> application
<i>Grundsicherung</i> (minimum level of income) for jobseekers ( <i>Bürgergeld</i> ; citizen’s benefit)	Jobcenter in the Heilbronn district <a href="https://www.jobcenter-landkreis-heilbronn.de/thema/bildung-und-teilhabe/">https://www.jobcenter-landkreis-heilbronn.de/thema/bildung-und-teilhabe/</a>
Parents who do not receive social benefits but nevertheless cannot cover their child’s education and participation costs (known as <i>Bedarfsauslösung</i> )	
<i>Sozialhilfe</i> (welfare; help with the cost of living, or to ensure a minimum level of income in old age, or if the person’s earning capacity is reduced)	Landratsamt Heilbronn, Amt 41.13 (Sozial- und Versorgungsamt) <a href="https://www.landkreis-heilbronn.de/bildungs-und-teilhabepaket-fuer-kinder-und-jugendliche.9083.htm">https://www.landkreis-heilbronn.de/bildungs-und-teilhabepaket-fuer-kinder-und-jugendliche.9083.htm</a>
<i>Wohngeld</i> (housing benefit)	
<i>Kinderzuschlag</i> (child supplement in addition to <i>Kindergeld</i> (child benefit))	
<i>Asylbewerberleistungen</i> (asylum seeker benefits)	Landratsamt Heilbronn, Amt 51.3 (Amt für Migration und Integration) <a href="https://www.landkreis-heilbronn.de/leistungen-fuer-gefluechtete.14416.htm">https://www.landkreis-heilbronn.de/leistungen-fuer-gefluechtete.14416.htm</a>



## 9.2 Addresses

### **Agentur für Arbeit Heilbronn**

Rosenbergstraße 50, 74074 Heilbronn

<https://www.arbeitsagentur.de/vor-ort/heilbronn>

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

To register for a consultation by phone: +49 (0)7131 969 888

### **Jobcenter Landkreis Heilbronn**

Rosenbergstraße 59, 74074 Heilbronn

Phone: +49 (0)7131 3951593

<https://www.jobcenter-landkreis-heilbronn.de/>

E-mail: [Jobcenter-LK-Heilbronn@jobcenter-ge.de](mailto:Jobcenter-LK-Heilbronn@jobcenter-ge.de)

## **Advice centres for migrants**

Different advice centres come into play depending on where the person lives and how old they are. There are advice centres for adults (*Migrationsberatung*, MBE) and for young people aged 12 – 27 (*Jugendmigrationsdienst*, JMD).

→ Meetings by appointment only (via telephone or e-mail)

### **IN VIA Jugendmigrationsdienst**

Bahnhofstraße 13, 74072 Heilbronn

Phone: +49 (0)7131 7411700

E-mail: [jmd.heilbronn@invia-drs.de](mailto:jmd.heilbronn@invia-drs.de)

### **Evangelischer Jugendmigrationsdienst (JMD)**

Schellengasse 7 – 9, 74072 Heilbronn

Phone: +49 (0)7131 9644803

E-mail: [jmd@diakonie-heilbronn.de](mailto:jmd@diakonie-heilbronn.de)

### **Migrationsberatungsstelle (MBE) Diakonisches Werk**

Schellengasse 7 – 9, 74072 Heilbronn

Phone: +49 (0)7131 9644801

E-mail: [mbe@diakonie-heilbronn.de](mailto:mbe@diakonie-heilbronn.de)

### **Migrationsberatungsstelle (MBE) Caritas-Zentrum Heilbronn**

Bahnhofstraße 13, 74072 Heilbronn

Phone: +49 (0)7131 7419000

E-mail: [migrationsberatung@caritas-heilbronn-hohenlohe.de](mailto:migrationsberatung@caritas-heilbronn-hohenlohe.de)

### **Migrationsberatungsstelle (MBE) Deutsches Rotes Kreuz Kreisverband Heilbronn e.V.**

Frankfurter Straße 12, 74072 Heilbronn

Phone: +49 (0)7131 623627

E-mail: [mbe@drk-heilbronn.de](mailto:mbe@drk-heilbronn.de)

## **Welcome Center Heilbronn-Franken**

Support for international skilled workers and regional companies  
Koepffstraße 17, 74076 Heilbronn  
To arrange an appointment – phone: +49 (0)7131 3825-444 or  
e-mail: [welcomecenter@heilbronn-franken.com](mailto:welcomecenter@heilbronn-franken.com)  
[www.welcomecenter-hnf.com](http://www.welcomecenter-hnf.com)

## **EBEN (for EU citizens):**

*“Eingehende Beratung von Europäischen Neu-Zugewanderten”*  
(EBEN; In-Depth Advice for Newly Arrived European Immigrants)  
Bildungspark, Ms Gamze Calis  
Hans-Rießler-Straße 7, 74076 Heilbronn (1st floor, room 112)  
Phone: +49 (0)7131 770-763, mobile: +49 (0)151 59921110  
E-mail: [gamze.calis@bildungspark.de](mailto:gamze.calis@bildungspark.de)

## **Akademie für Innovative Bildung und Management Heilbronn-Franken (AIM)**

Educational programmes for children, adolescents and adults, e.g. for promoting the targeted development of language skills among pupils, as well as German courses for apprentices and students.  
Bildungscampus 7, 74076 Heilbronn, phone: +49 (0)7131 39097-0  
<https://www.aim-akademie.org/>

## **Information about learning German in the Heilbronn district**

### **Landratsamt Heilbronn, Migration und Integration**

Lerchenstraße 40, 74072 Heilbronn  
Phone: +49 (0)7131 994-8470 or -8471  
E-mail: [deutschkurse@landratsamt-heilbronn.de](mailto:deutschkurse@landratsamt-heilbronn.de)  
[www.landkreis-heilbronn.de/deutsch-lernen](http://www.landkreis-heilbronn.de/deutsch-lernen)

## **Information on school and the education system**

Information is available on the education portal of the state of Baden-Württemberg (Ministry of Culture, Youth and Sport)

### **School in Baden-Württemberg:**

<https://km-bw.de/,Lde/startseite/schule>

### **Berufliche Schule schools in Baden-Württemberg:**

<https://km.baden-wuerttemberg.de/de/schule/berufliche-bildung/berufliche-schulen>

### **Special pedagogic education:**

<https://km.baden-wuerttemberg.de/de/schule/sonderpaedagogische-bildung>

### **Special pedagogic educational and advice centres (SBBZ):**

[https://km-bw.de/,Lde/startseite/schule/Sonderpaedagogische+Bildungs\\_+und+Beratungszentren](https://km-bw.de/,Lde/startseite/schule/Sonderpaedagogische+Bildungs_+und+Beratungszentren)

### **Inclusive educational programmes:**

<https://km-bw.de/,Lde/startseite/schule/Ausgestaltung+inklusive+Bildungsangebote>

# Notes

### **Legal notice**

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Lerchenstraße 40  
74072 Heilbronn, Germany

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deutschkurse@landratsamt-heilbronn.de  
Phone: +49 (0)7131 994-8470 /-8471  
**[www.landkreis-heilbronn.de](http://www.landkreis-heilbronn.de)**

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**Baden-Württemberg**  
**Ministerium für Soziales,**  
**Gesundheit und Integration**

