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# Public preschool education and childcare

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## WHAT

Kindergartens and child-care centres, child minders and temporary care (short time).

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## WHO

Under 3: male and female childminders, crèches, kindergartens for mixed-age groups and child-care centres. Childminders take care of babies and toddlers from 9 weeks old.

Over 3: kindergartens, other types of pre-school institutions that prepare children for school; child day care centres, male and female childminders.

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## HOW

Registration at the institution of your choice is obligatory or personal contact to child minder.

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## WHEN:

At the latest six months before your child is due to start attending the chosen care institution.

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## GOOD TO KNOW

In some institutions there are waiting lists. The fee can differ.  
Kindergartens and child day care centres are often very different. Find out about



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the facilities offered by the kindergartens and child day centres in your area before registering your child.

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## **WHERE**

You can register children in person at the institutions of your choice. Also the City of Munich provides an online tool

<https://www35.muenchen.de/elternportal/elternportal.jsf> (multilingual) for searching, finding and registering at kindergartens and child-care centres.



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## Subsidized meals for children under 6

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### WHAT

The so called “education package” provides 31,000 children in Munich with enhanced prospects for the future (2017). The education package follows the guiding principle: Making participation possible – providing children with opportunities. One benefit is Lunchtime catering provisions in school or nursery.

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### WHO

All children, adolescents and young adults below the age of 25 who receive benefits in accordance with social code II (SGB II), social code XII (SGB XII) or the law governing asylum welfare entitlements (AsylbLG), and those whose parents receive housing or child benefits.

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### HOW

Your child will continue to be able to enjoy the lunchtime catering provisions in school or nursery (parent/guardian contribution €1.00) (2017). However, you are required to apply for the cost cover during the period approved for your social benefits by the social welfare office.

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### WHERE

The Sozialbürgerhäuser (Social Welfare Office – SBH) can provide you with the required support. In the Sozialbürgerhaus the various functions are organized by order of the residential address.

<http://www.muenchen.de/dienstleistungsfinder/muenchen/1060763/t/> (in German)





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# Registration at the preschool education centre

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## HOW

The admission takes place at the institution itself.

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## WHERE

You can register children in person at the institutions of your choice; also the City of Munich provides an online tool

<https://www35.muenchen.de/elternportal/elternportal.jsf> (multilingual) for searching, finding and registering at kindergartens and child-care centres. Child minders, crawl groups and temporary care can be found at private initiatives or ask for contacts at City of Munich.

Sozialreferat München (Social Service Department),  
Sachgebiet Kindertagesbetreuung,  
Prielmayerstraße 1,  
Postal address: Luitpoldstraße 3, 80335 München,  
T + 49 (0) 89 23349800

## MÜNCHEN, GERMANY

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Stadtjugendamt (Youth Welfare Service)

City of Munich, Department for Social Services (Sozialreferat der Landeshauptstadt München)

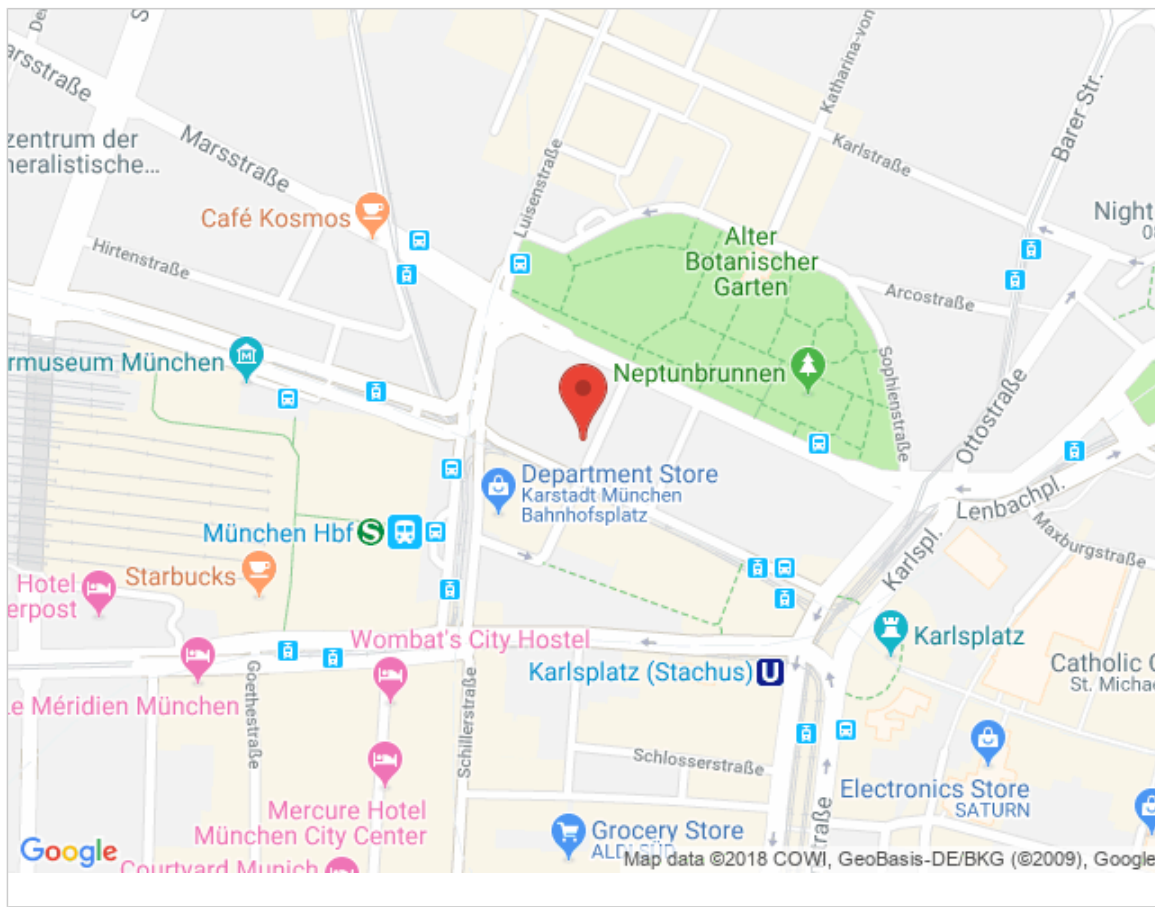
Luitpoldstraße 3  
80335 München

E [jugendamt.soz@muenchen.de](mailto:jugendamt.soz@muenchen.de)

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[https://www.muenchen.de/rathaus/home\\_en/Social-Services.html](https://www.muenchen.de/rathaus/home_en/Social-Services.html)

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# Private care system for children

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## WHAT

Kindergartens and child-care centres, child minders, play and toddler groups and temporary care (short time). Day care centres (Tagesheim), house for children (Haus für Kinder), Children's day care (KinderTagesZentrum), children-parents initiatives (Eltern-Kind-Initiativen), child minders (Tagesmütter- und -väter), larger day care (Großtagespflege) (City of Munich is supervisory authority).

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## WHO

Child-care centres and child minders take care of babies and toddlers (age depends on the institution, child minder), Kindergartens from age of 3.

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## HOW

Registration at the institution of your choice is obligatory.

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## WHEN:

At the latest six months before your child is due to start attending the chosen care institution.

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## GOOD TO KNOW

Kindergartens and child day care centres are often very different. Find out about the facilities offered by the kindergartens and child day centres in your area before registering your child.



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## WHERE

You can register children in person at the institutions of your choice; also the City of Munich provides an online tool

<https://www35.muenchen.de/elternportal/elternportal.jsf> (multilingual) for searching, finding and registering at kindergartens and child-care centres. Child minders, crawl groups and temporary care can be found at private initiatives or ask for contacts at City of Munich.

Sozialreferat München (Social Service Department),  
Sachgebiet Kindertagesbetreuung (office for child care),  
Prielmayerstraße 1,  
Postal address: Luitpoldstraße 3, 80335 München,  
T + 49 (0) 89 23349800

## MÜNCHEN, GERMANY

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Stadtjugendamt (Youth Welfare  
Service)

City of Munich, Department for Social  
Services (Sozialreferat der  
Landeshauptstadt München)

Luitpoldstraße 3  
80335 München

E [jugendamt.soz@muenchen.de](mailto:jugendamt.soz@muenchen.de)

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[https://www.muenchen.de/rathaus/home\\_en/Social-Services.html](https://www.muenchen.de/rathaus/home_en/Social-Services.html)

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## The public primary school system

### WHAT

Primary school is part of compulsory schooling.

### WHO

All children from age 6 to 10 start by attending primary (elementary) school for four years. As a rule, they go to the public primary school near by their home. Parents can still decide to register their children at a private primary school of their choice.



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## HOW

Parents go to the school closest to their official residence and enrol their children.

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## WHEN:

In April, before the school starts.

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## GOOD TO KNOW

One year before the child is due to attend school they have to do an examination at the social department of the City of Munich. This check-up is compulsory and free of charge. At the beginning of the school year parents at the school are given a lot of written information, e.g. as letters or leaflets that the children bring home.

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## WHERE

Registering at the school closest to your official residence.

Get information at the Education Authority (Schulamt)

[http://www.schulamt.musin.de/index.php?option=com\\_content&view=article&id=1&Itemid=101](http://www.schulamt.musin.de/index.php?option=com_content&view=article&id=1&Itemid=101) (German)

## MÜNCHEN, GERMANY

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Schulamt (Education Authority)

Schwanthalerstraße 40

80336 München

T + 49(0)89 54 41 35 0

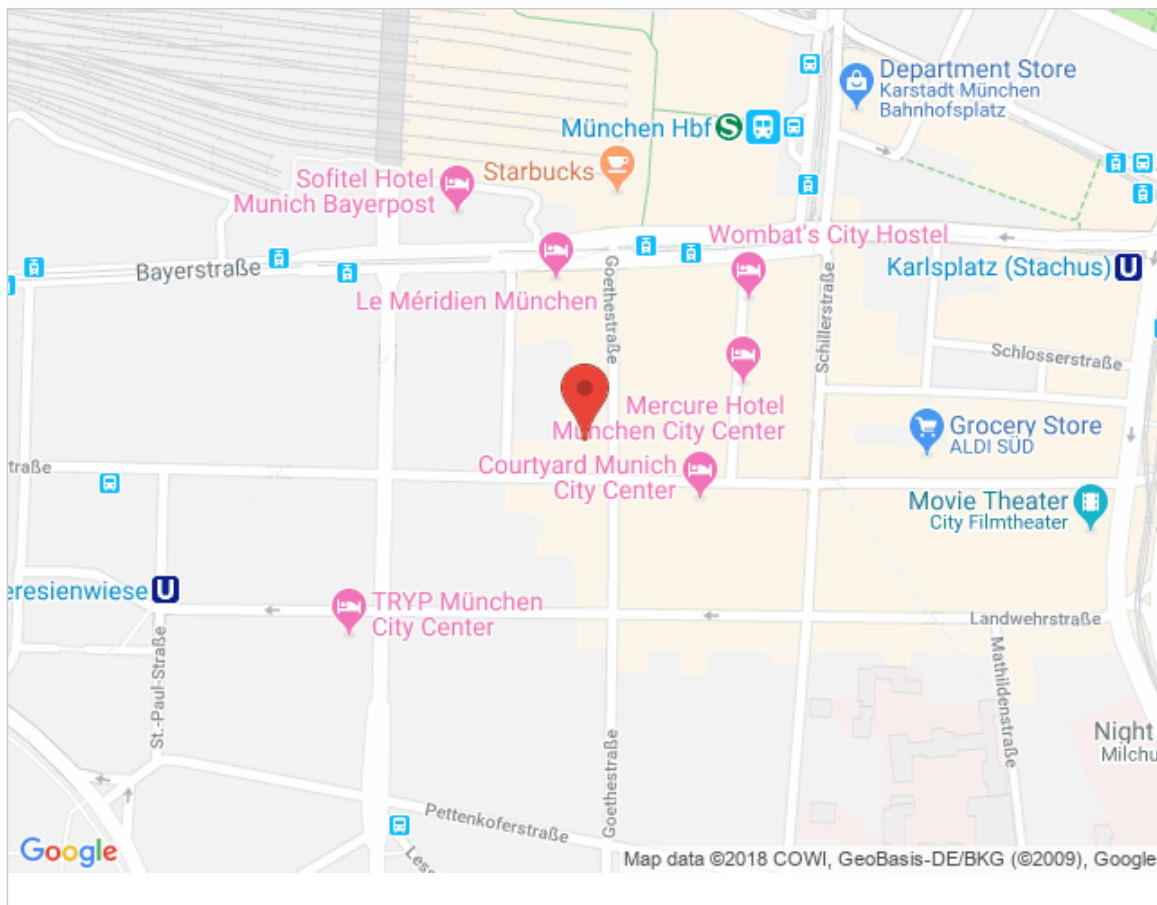
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E [muenchen.flpost@schulamt.musin.de](mailto:muenchen.flpost@schulamt.musin.de)

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<http://www.schulamt-muenchen.musin.de>

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## Extra-Curricular Activities: Sport

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### WHAT

The City of Munich offers a wide range of sport facilities beside school's sport.

Find here more:

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Sport.html> (in German)

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### WHERE

#### MÜNCHEN, GERMANY

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Sportamt (Sports Office – Info-Center)  
Landeshauptstadt München (City of  
Munich)  
Referat für Bildung und Sport  
(Department for Education and Sport)  
Bayerstraße 28  
80335 München

T +49 (0) 89 233-96777

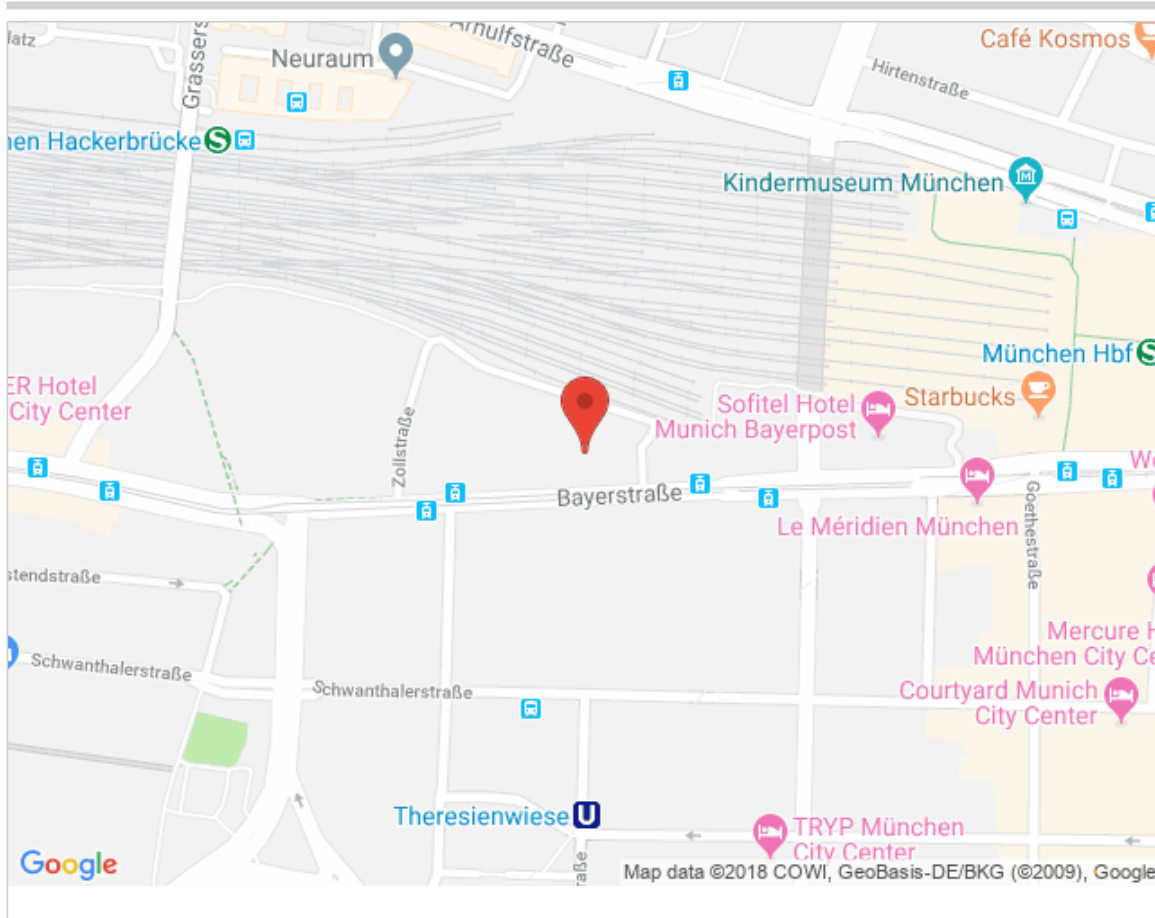
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E [spa.rbs@muenchen.de](mailto:spa.rbs@muenchen.de)

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<http://www.sport-muenchen.de/>

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# Extra-Curricular Activities: The city's School of Imagination

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## WHAT

The city's School of Imagination offers a further opportunity for children to develop their own imagination in a creative space. Children are supported in handling different materials and technology in their own way. Doing fun things in a creative process promotes sensory perception and strengthens trust in one's self. Courses take place in many of the city's elementary schools.

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## HOW

You may enroll your child on the day of school enrollment (05 April 2017) at your assigned elementary school. Enrollment forms are available at each elementary school or from the city's School of Imagination, Bayerstr. 28, 80335 Munich, T +49 (0) 89 233 84834 between 9 a.m. and 12 midday. Further information is also provided via these numbers.

Further information is available online ([www.muenchen.de/schule-der-phantasie](http://www.muenchen.de/schule-der-phantasie))

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## GOOD TO KNOW

Courses are subject to a fee. Fee reductions are available upon application.

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## WHERE

### MÜNCHEN, GERMANY

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Schule der Phantasie (The city's  
School of Imagination)

T +49 (0) 89 233-84834

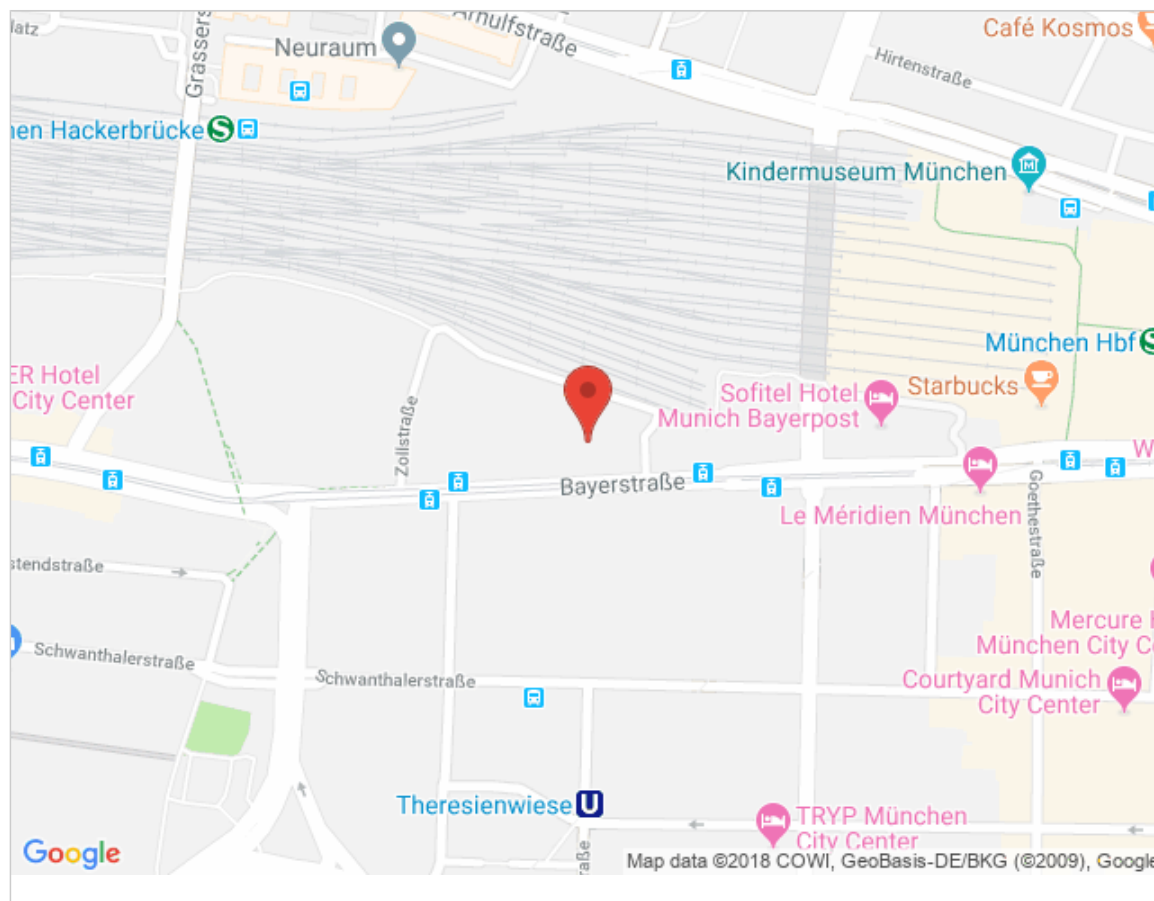
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Landeshauptstadt München (City of  
Munich)  
Referat für Bildung und Sport  
(Department for Education and Sport)  
Bayerstr. 28  
80335 München

E [schule-der-phantasie@muenchen.de](mailto:schule-der-phantasie@muenchen.de)

[www.muenchen.de/schule-der-phantasie](http://www.muenchen.de/schule-der-phantasie)





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# Extra-Curricular Activities: The city's Singing and Music School

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## WHAT

Most elementary schools offer the city's Singing and Music School classes. First-graders receive basic musical training, playfully learning the fundamentals of music through singing, rhythm, and elementary music lessons. Subsequently, there are singing circles or students may take group or individual instrument / vocal lessons.

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## HOW

You may enroll your child on the day of school enrollment (05. April 2017) at your assigned elementary school. Enrollment forms are available at each elementary school or may be obtained from the city's Singing and Music School, Bayerstr. 28, 80335 Munich, T +49 (0) 89 233 84837 where you can also receive further information. You may also download enrollment forms from the Internet. ([www.muenchen.de/musikschule](http://www.muenchen.de/musikschule)) (in German).

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## GOOD TO KNOW

Courses are subject to a fee.

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## WHERE

### MÜNCHEN, GERMANY

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Städt. Sing- und Musikschule (City  
Singing and Music School)

E [musikschule@muenchen.de](mailto:musikschule@muenchen.de)

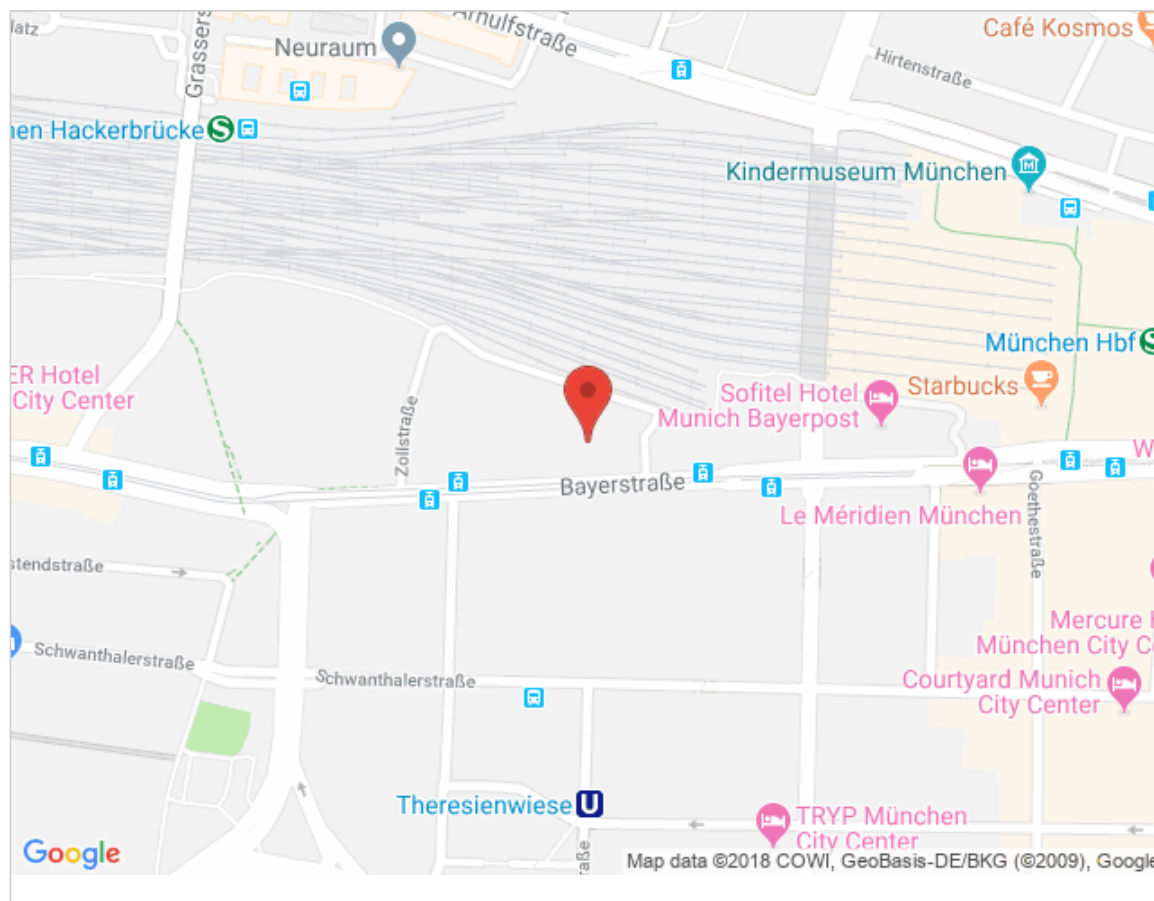
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Landeshauptstadt München (City of  
Munich)  
Referat für Bildung und Sport  
(Department for Education and Sport)  
Bayerstraße 28  
80335 München

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Sing-und-Musikschule.html>





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# School attendance and absence

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## WHAT

Parents have to excuse or officially prove why school was missed.

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## WHO

all pupils in compulsory schools

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## HOW

Children have to be called in sick officially after two days of absence. Under two days an excuse by parents is sufficient. For other reasons parents has to apply at the school's director for permission.



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# School Holidays

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## WHAT

School holidays in Germany differ from Bundesland to Bundesland and it changes every year. Germany has:

3rd of October: National holiday

Autumn holidays: according to the Bundesland

1st November: All Hollows Days Holidays in Bavaria

Christmas holidays: Between 24th of December and 6th of January

Winter holidays: according to the Bundesland

Easter holidays: different each year according to lunar calendar

1st May: National holiday

Whitsun holidays: according to the Bundesland

Summer holidays: according to the Bundesland

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## WHERE

You can obtain a schedule of all school holidays at [www.schulferien.org](http://www.schulferien.org) (German).



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# Children with special needs

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## WHAT

Each school is required to provide remedial services for the learning-impaired and special needs as much as possible.

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## HOW

Children with special needs are taught in schools through different types of inclusion (single pupils in schools, cooperation classes, through double teaching etc.). Children requiring remedial services for the learning-impaired are usually enrolled at their elementary school. They should only be enrolled at a school for the learning-impaired if their elementary school has determined that the child does not meet his/her prerequisites for being taught at the elementary school (Art. 41 BayEUG) or if the extent of the remedial services needed is so significant that solely a school for the learning-impaired can meet the child's remedial needs. If it remains doubtful whether the conditions for going to the elementary school (according to Art. 41 para. 1 BayEUG) are met, the elementary school can first enroll the child for up to three months on a trial basis and then decide once this trial period has expired.

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## WHERE

The Education Authority advises parents comprehensively:

[http://www.schulamt-muenchen.musin.de/index.php?option=com\\_content&view=category&id=19&Itemid=139](http://www.schulamt-muenchen.musin.de/index.php?option=com_content&view=category&id=19&Itemid=139)HTTP\Shell\Open\Command (German)

## MÜNCHEN, GERMANY

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Schulamt (Education Authority)

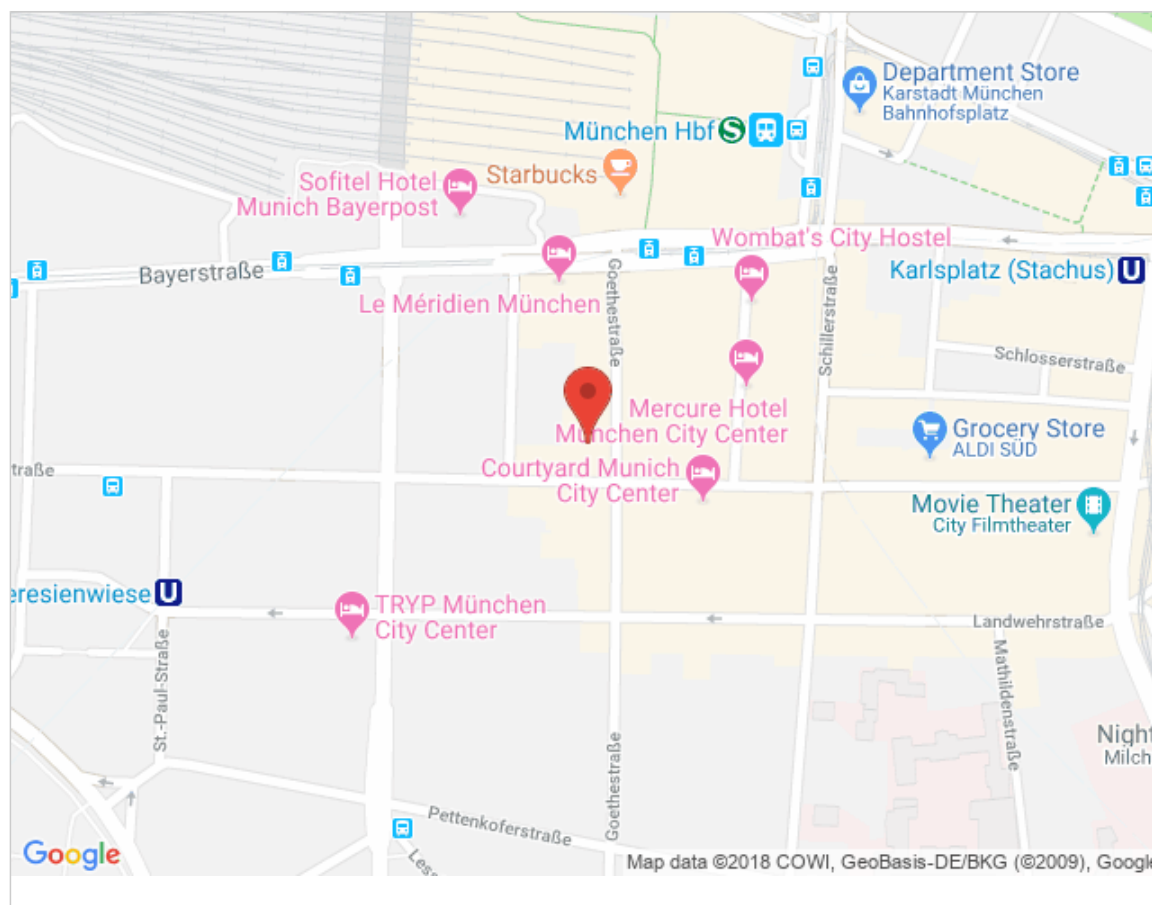


Schwanthalerstraße 40  
80336 München

T + 49(0)89 54 41 35 0

E [muenchen.flpost@schulamt.musin.de](mailto:muenchen.flpost@schulamt.musin.de)

<http://www.schulamt-muenchen.musin.de>





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# Subsidized meals for children in primary school

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## WHAT

The so called “education package” provides 31,000 children in Munich with enhanced prospects for the future. The education package follows the guiding principle: Making participation possible – providing children with opportunities. One benefit is Lunchtime catering provisions in school or nursery.

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## WHO

All children, adolescents and young adults below the age of 25 who receive benefits in accordance with social code II (SGB II), social code XII (SGB XII) or the law governing asylum welfare entitlements (AsylbLG), and those whose parents receive housing or child benefits.

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## HOW

Your child will continue to be able to enjoy the lunchtime catering provisions in school or nursery (parent/guardian contribution €1.00). However, you are required to apply for the cost cover during the period approved for your social benefits by the social welfare office.

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## WHERE

The Sozialbürgerhäuser (social welfare offices – SBH) can provide you with the required support. In the Sozialbürgerhaus the various functions are organized by order of the residential address.

<http://www.muenchen.de/dienstleistungsfinder/muenchen/1060763/t/> (in German)





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## After school care

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### WHAT

There are after-school care centers located within the districts of other Munich elementary schools where children also receive a lunch after school has finished and teachers provide them with pedagogical care. Care centers are extra-mural day care facilities which have the aim of regular learning, education and the care of children. Attendance is subject to a charge. Mainly there are three types of after school care: all-day school, day nursery and supervised homework clubs. After school care is organized by child-care centres (Hort), Integrationshort, day care (Tagesheim), house for children (Haus für Kinder), day care centres (KinderTagesZentrum), parents-children initiatives (Eltern-Kind-Initiative), care at schools (Mittagsbetreuung, Ganztagschule), child minders (Tagesmutter/-vater), large day care (Großtagespflege).

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### WHO

The child-care facilities are open for children attending primary school, some are open also for older children up to 9 to 10 years old.

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### HOW

Additional information concerning the city's care centers is available during their consultation hours. These are each Tuesday from 3 p.m. to 5 p.m. (except during holidays) and online at [www.muenchen.de/kita](http://www.muenchen.de/kita) (in German).

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### WHERE

Contact the hotline of the Social Department about all facilities: T +49 (0) 89/233-96775







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# Transport to school in primary school

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## WHAT

Each federal state and municipality has different facilities. As general rule it has to be free of charge.

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## WHO

Pupils of compulsory schoolings at public schools have the right of transport if the way to school is more than 2,3 km (depending on the age of the pupils) and if the way is extraordinary dangerous.

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## HOW

Transport via public transport; where it is not possible via bus, taxi or private car service.

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## GOOD TO KNOW

More information you'll find here:

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Schule/kostenfreiheit-des-schulwegs/Grundschulen-Mittelschulen-und-Frderschulen.html> (in German)

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## WHERE

For questions and requests contact the hotline for pupil's transport: T +49 (0) 89/233 – 96776





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# Admission Process for primary school

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## WHO

Each child that will be six years of age as of 30 September in the year, or whose enrollment in elementary school has been deferred once will be required to attend school.

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## GOOD TO KNOW

There are special remedial services for children whose knowledge of German is insufficient, such as preparatory classes, language courses, transition courses, intensive classes, and remedial teaching in German. Please refer to your assigned elementary school for more information.

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## STEPS

STEP 1: Every child is required to attend the elementary school in whose school district it is a resident (Art. 42 BayEUG) unless it wishes to attend a state-recognized or state-licensed private elementary school. Each child must be enrolled at his/her assigned. School principals provide information about school districts and other school-related matters.

STEP 2: In Munich, first-grader enrollment for the following academic year will take place on beginning of April in all school buildings with an elementary school.

STEP 3: Bring along submission of the child's birth certificate. If possible, please additionally submit the handover form from your kindergarten. In addition, decisions on child custody and divorce certificates, if applicable, are to be brought along.

STEP 4: By the time term starts in September at the latest, it is necessary to have submitted the attestation by the public health department relating to the medical examination by the school physician (Schuleingangsuntersuchung). Appointments for the required medical examination can be made by telephoning +49 (0) 89 233



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96363. Further information concerning the medical examination on school enrollment is found online at [www.muenchen.de/schulaerztin](http://www.muenchen.de/schulaerztin).

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## WHERE

You will find information from the 'School Enrollment Announcement', which will be published annual in the State Capital of Munich's Official Journal and posted in each school building. This information is also available online at:

[www.muenchen.de/bekanntmachungen](http://www.muenchen.de/bekanntmachungen).

Or at Education Authority

Staatliches Schulamt in der Landeshauptstadt München,  
Schwanthalerstraße 40, 80336 München

## MÜNCHEN, GERMANY

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Schulamt (Education Authority)  
Schwanthalerstraße 40  
80336 München

T + 49(0)89 54 41 35 0

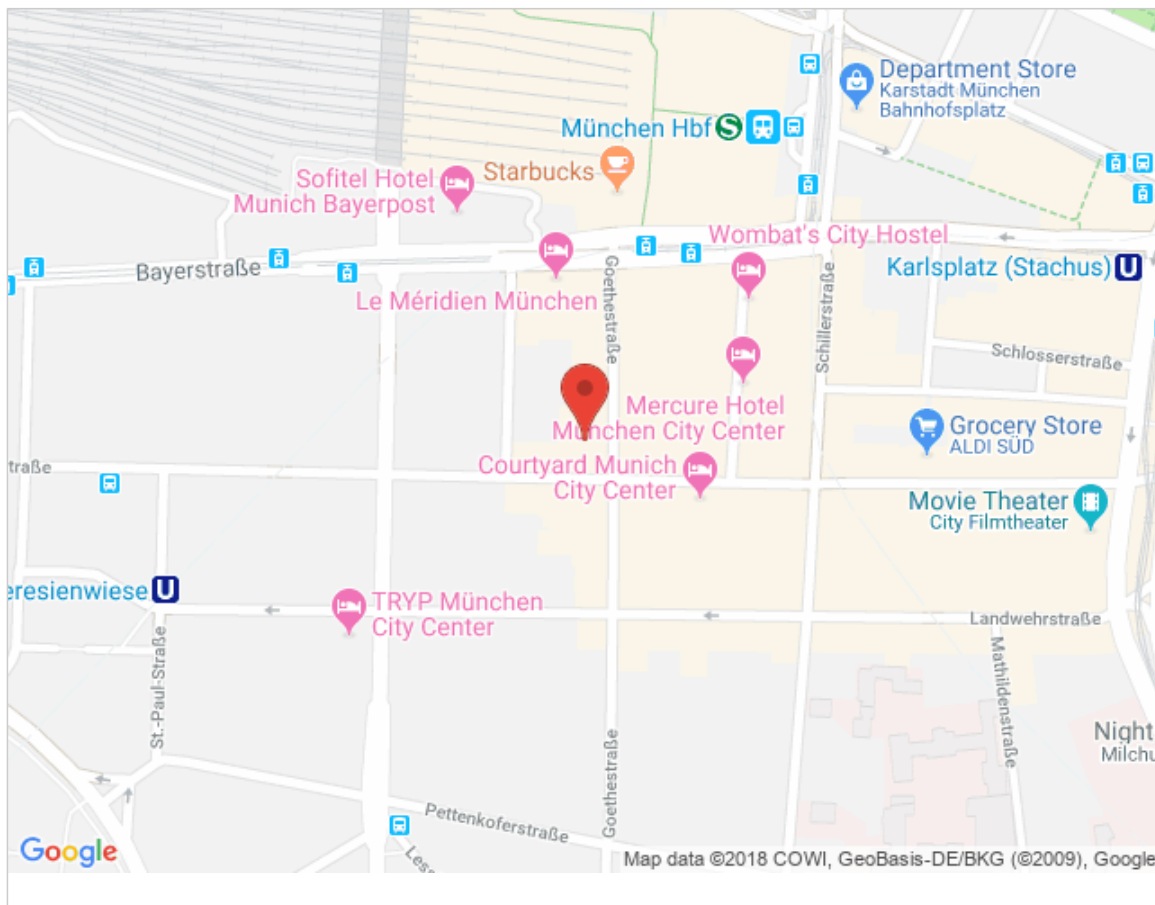
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E [muenchen.flpost@schulamt.musin.de](mailto:muenchen.flpost@schulamt.musin.de)

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<http://www.schulamt-muenchen.musin.de>

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# The private primary school system

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## WHAT

Primary school is part of compulsory schooling.

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## WHO

All children from age 6 to 10 start by attending primary (elementary) school for four years.

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## HOW

Parents choose a private school and enrol their children.

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## WHEN

Get information at the school of your choice.

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## GOOD TO KNOW

One year before the child is due to attend school they have to do an examination at the social department of the City of Munich. This check-up is compulsory and free of charge. At the beginning of the school year parents at the school are given a lot of written information, e.g. as letters or leaflets that the children bring home.

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## WHERE

Registering at the school of your choice. Get a list of all private schools at the Education Authority (Schulamt).

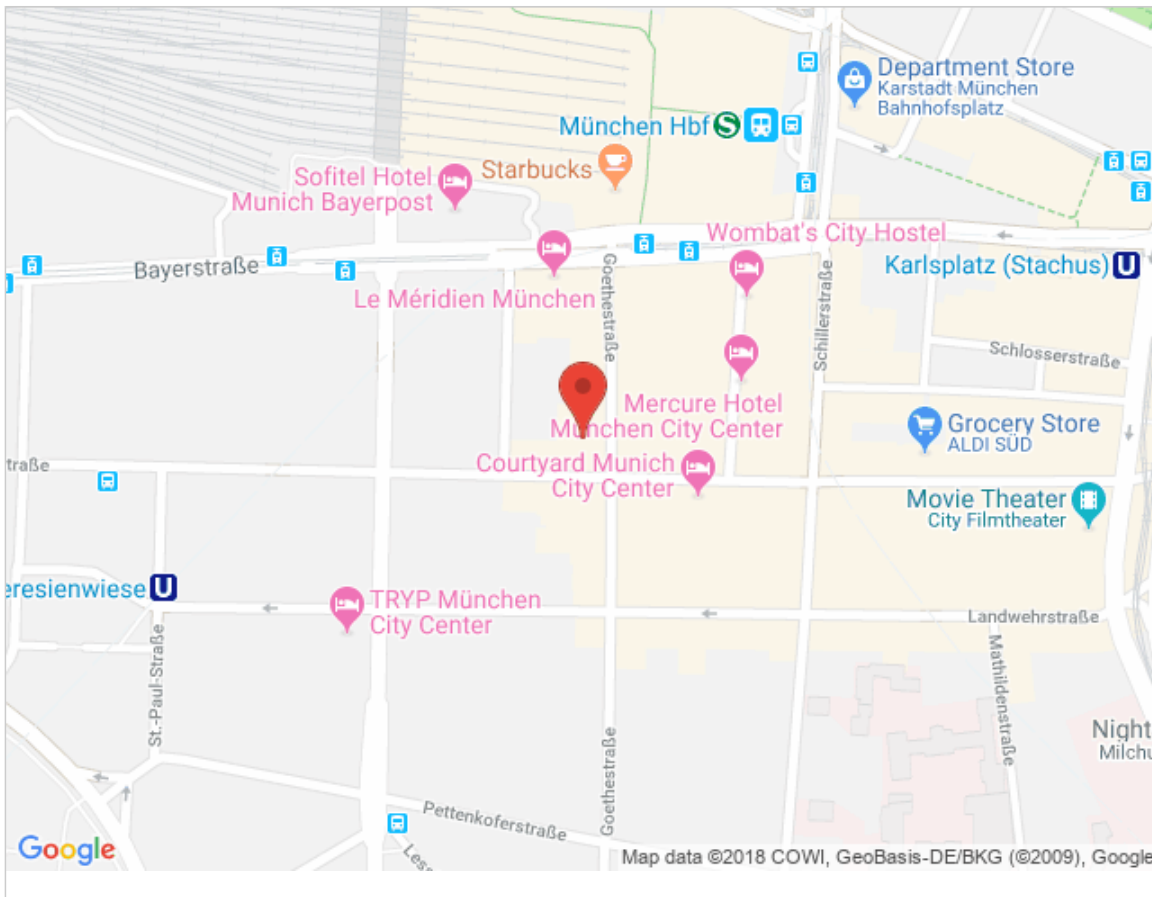
## MÜNCHEN, GERMANY

Schulamt (Education Authority)  
Schwanthalerstraße 40  
80336 München

T + 49(0)89 54 41 35 0

E [muenchen.flpost@schulamt.musin.de](mailto:muenchen.flpost@schulamt.musin.de)

<http://www.schulamt-muenchen.musin.de>







## ATTENTION

If you register your child at a private school you still have to inform the responsible public school, closest to your official residence. Be aware that there may occur monthly school fees (depending on the school you chose) at private schools!

## Secondary school stages I and II

### WHAT

There are considerable differences in Germany between the schools that exist in secondary school stages I and II. Careful deliberation should take place between children, parents and teachers with regard to the school to be selected for the child.

The Educational Authority

<http://www.schulamt.musin.de/HTTP/Shell/Open/Command> (German) offers information on this or the City of Munich advises in different languages

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Bildungsberatung/Bildungsberatung-International.html>.

There are:

- secondary general school (Hauptschule) (up to year 9 or 10)
- secondary general school and intermediate school in one (Mittelschule)
- intermediate school (Realschule) (up to year 10)
- schools with several curricula (at which secondary general school or intermediate school leaving qualifications can be obtained)
- grammar school (Gymnasium) (up to year 12 or 13)
- comprehensive school (Gesamtschule) (with or without the final years of grammar school-type pre-university study. All school-leaving qualifications can be taken here.)



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## WHO

Children from age of 9 or 10

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## HOW

Children get a certificate and advice for types of secondary schools.

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## WHEN

Enrolment takes place at certain dates announced:

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Schuleinschreibung.html>

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## GOOD TO KNOW

Choosing a certain path of school is not meant finally. From each school it is possible to gain higher qualification paths.

Children and juveniles who come to Germany during their school careers need special support. They are offered promotional or language learning lessons in which they are guided by specially-trained teaching staff before they transfer into regular school classes. Your educational authority will inform you of the services that are available for your child.

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## WHERE

For secondary general school it goes automatically or you have to enrol at school of your choice.



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## Scholarships and grants: Students allowance (Schülerbeihilfe)

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### WHAT

Economic support given pupils of 100 € annual (2017).

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### WHO

For people receiving social security under Hartz IV.

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### WHERE

The Sozialbürgerhäuser (social welfare offices – SBH) and so called job center can provide you with the required support. In the Sozialbürgerhaus the various functions are organized by order of the residential address.

<http://www.muenchen.de/dienstleistungsfinder/muenchen/1060763/t/> (in German)

more information:

[www.muenchen-jobcenter.de](http://www.muenchen-jobcenter.de) (German)



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# Final exams

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## WHAT

After obtaining the leaving qualification for secondary general school or intermediate school, young people can attend a school at secondary level II and obtain their general school-leaving certificate (Abitur) or technical school-leaving certificate (Fachabitur). They can then study at a university or other institution of higher education. Alternatively, after obtaining their leaving qualifications at a secondary general school or intermediate school, young people can begin a vocational training course and attend a vocational school. There are more areas of work available to people with a leaving qualification from an intermediate school than are available to those with a qualification from a secondary general school. Schooling at a grammar school or during the final years of grammar school-type pre-university study is completed after the 12th or 13th year with the Allgemeine Hochschulreife (general school-leaving qualification permitting tertiary study) (Abitur), and entitles candidates to study at universities or other institutions of higher education.

The technical school-leaving certificate (Fachgebundene Hochschulreife or Fachabitur) entitles candidates to study at Universities of Applied Sciences (Fachhochschulen). The Allgemeine Hochschulreife (general school-leaving qualification permitting tertiary study) can be obtained at vocational schools after the intermediate school leaving qualification. Young people can take their secondary general school school-leaving qualification as well as the intermediate school leaving qualification at these schools.



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# School Holidays

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## WHAT

School holidays in Germany differ from Bundesland to Bundesland and it changes every year:

3rd of October National holiday

Autumn holidays: according to the Bundesland

1st November: All Hollows Days Holidays in Bavaria

Christmas holidays. Between 24th of December and 6th of January

Winter holidays: according to the Bundesland

Easter holidays: different each year according to lunar calendar

1st May: National holiday

Whitsun holidays: according to the Bundesland

Summer holidays: according to the Bundesland

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## GOOD TO KNOW

You can obtain a schedule of all school holidays at [www.schulferien.org](http://www.schulferien.org) (German).



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# Subsidized meals at secondary school

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## WHAT

The so called “education package” provides 31,000 children in Munich with enhanced prospects for the future. The education package follows the guiding principle: Making participation possible – providing children with opportunities. One benefit is Lunchtime catering provisions in school or nursery.

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## WHO

All children, adolescents and young adults below the age of 25 who receive benefits in accordance with social code II (SGB II), social code XII (SGB XII) or the law governing asylum welfare entitlements (AsylbLG), and those whose parents receive housing or child benefits.

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## HOW

Your child will continue to be able to enjoy the lunchtime catering provisions in school or nursery (parent/guardian contribution €1.00). However, you are required to apply for the cost cover during the period approved for your social benefits by the social welfare office.

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## WHERE

The Sozialbürgerhäuser (social welfare offices – SBH) can provide you with the required support. In the Sozialbürgerhaus the various functions are organized by order of the residential address.

<http://www.muenchen.de/dienstleistungsfinder/muenchen/1060763/t/> (in German)





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# Transport to school at secondary school

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## WHAT

Each federal state and municipality has different facilities. As general rule it has to be free of charge.

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## WHO

Pupils of compulsory schoolings at public schools have the right of transport if the way to school is more than 2,3 km (depending on the age of the pupils) and if the way is extraordinary dangerous.

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## HOW

Transport via public transport; where it is not possible via bus, taxi or private car service.

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## GOOD TO KNOW

More information you'll find here:

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Schule/kostenfreiheit-des-schulwegs/Grundschulen-Mittelschulen-und-Frderschulen.html> (in German)

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## WHERE

For questions and requests contact the hotline for pupil's transport: T +49 (0) 89 233 – 96776







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# Admission Process at secondary school

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## WHAT

After primary school children get a certificate and advice for types of secondary schools.

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## HOW

For secondary general school it goes automatically. For all other schools types you have to enrol at school of your choice.

Find the dates of enrolment in Munich here:

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Schuleinschreibung.html>

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## GOOD TO KNOW

For all newly arrived parents and children the City of Munich provides an International Educational and Vocational Counselling Service in different languages. Consulting services are free, strictly confidential and comprehensive.

E [schulberatung-international@muenchen.de](mailto:schulberatung-international@muenchen.de)

[www.muenchen.de/bildungsberatung](http://www.muenchen.de/bildungsberatung)



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# Private secondary school system

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## WHAT

Private and international schools

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## WHO

For children from 6 years old

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## HOW

Enrolling at the school of your choice, a list of all private and international schools is available at the Munich's Department for Education and Sport

<http://www.wirtschaft-muenchen.de/publikationen/publikationen.php?op=show&id=57> (English)

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## WHEN

In time.

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## GOOD TO KNOW

There are bilingual options in Munich. Children and juveniles who come to Germany during their school careers need special support. They are offered promotional or language learning lessons in which they are guided by specially-trained teaching staff before they transfer into regular school classes. Your educational authority will inform you of the services that are available for your child.



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## WHERE

Enrolling at the school of your choice

### ATTENTION

Private schools have fees.

## Types of higher education

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### WHAT

There are different types of higher education institution, offering different qualifications and career paths: universities, Universities of Applied Science (Fachhochschulen)/Colleges, Technical Colleges, Music and Art Colleges, Teacher Training Colleges, Business Management Schools.

### WHO

Depending on the type of higher education institution, the entrance requirement is the Hochschulreife (general school-leaving qualification permitting tertiary study, that is the Abitur) or the technical school-leaving certificate (Fachhochschulreife). In the case of foreign qualifications, the international academic offices (Akademische Auslandsämter) of the institutions or the “uni-assist” service decide whether the conditions have been fulfilled.

### HOW

Enrolling and applying at the institution.



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## WHEN

Depends on the institution, normally before the semester starts. Mostly in September.

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## GOOD TO KNOW

There are fees (semester contributions) to be paid. Private universities and colleges will charge higher tuition fees.

You should make sure you have sufficient funds in your bank account for your time at university/college. International students from countries that are not part of the EU/EEA or Switzerland generally have to prove they have enough money in the bank to cover tuition fees and living expenses before they receive their entry visa to Germany. You can do this by opening a blocked account (Sperrkonto) at a German bank. This is an account that only allows you to withdraw a certain amount each month.

At present (2017), the minimum amount you need to have in your account is 8,640 Euros per year, of which you can then withdraw a maximum of 720 Euros per month. You can open a blocked account at any German bank by email or letter from your home country.

There is a wide range of private universities and colleges in Munich. At the most institutions Hochschulreife is required. A list of all private universities and colleges in Munich you find at <http://studieren-in-bayern.de/private-hochschulen>.

Information for Refugees and Asylum Seekers:

Bavarian universities advise refugees who want to study in Bavaria. On this website, you will find the phone numbers and email addresses of the appropriate advisors at the universities:

<http://www.studieren-in-bayern.de/rund-ums-studium/fluechtlinge-und-asylbewerber/ansprechpartner/> (German).

They can inform you about requirements for studying in Bavaria and give you information about education and language qualifications as well as any required training. They can also suggest preparatory courses, such as language classes or classes on academic work, that are offered both by the university and by other



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institutions.

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## **WHERE**

at the institution of your choice



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# Accommodation subsidies

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## WHAT

state supported accommodations

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## WHO

students who are enrolled at a university in Munich or surrounding areas

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## HOW

a) Moving into accommodation provided by the Bayerische Studentenwerke (Bavarian Association for Student Affairs) is usually the cheapest choice for students. Rooms are furnished and sometimes even resemble little apartments with your own bathroom and kitchen. However, especially in larger cities, rooms in halls of residence are often in high demand and not all students can be guaranteed a place or there are long waiting lists. So it pays off to apply for accommodation early.

A list of all halls of residence you will find at the Munich Student Union.

<http://www.studentenwerk-muenchen.de/en/student-accommodation/halls-of-residence/> (English)

b) Social housing: Most towns and municipalities have social housing (Sozialwohnungen) which are subsidised by the state in order to keep rents low. Such accommodation may therefore only be let to needy groups within the population. You need a Wohnberechtigungsschein (certificate of eligibility for social housing) in order to qualify for this kind of accommodation. If your income is below a certain threshold, you can apply for the certificate of eligibility for social housing from your town or municipal authority. Usually the housing office is responsible for this. Find here the contacts:

<https://www.muenchen.de/rathaus/Stadtverwaltung/Sozialreferat/Wohnungsamt/S>



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[ozialwohnung.html](#)

c) Housing benefit: As a tenant, you may be entitled to housing benefit. The amount of any entitlement depends on how many people live in your household, the level of your total income and the amount of rent that you have to pay.

Find here the contacts:

<https://www.muenchen.de/rathaus/Stadtverwaltung/Sozialreferat/Wohnungsamt/Sozialwohnung.html> (in German)





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# Grants: German Federal Training Assistance Act (BAföG)

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## WHAT

The German Federal Training Assistance Act (BAföG) provides educational opportunities. Federal training assistance under BAföG means that training is funded by the public sector. The state provides individual trainees with the financial means necessary to cover living expenses and training fees.

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## WHO

Non-Germans are also entitled to BAföG payments. As a rule, foreigners who have prospects of remaining in Germany and are already integrated in society are entitled to support. As the legal regulations are very complex, it is advisable to contact the appropriate educational assistance office at an early stage.

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## HOW

Half of the support for students in higher education is provided in the form of a grant, the other half is an interest-free state loan totalling not more than 10,000 euros, which must be repaid in instalments after completion of the standard period of study. The level of BAföG support depends on various factors. The maximum award per month for students in higher education is currently 735 euros (2017). Generally speaking, the level of payments depends on the student's income and assets and the income of his or her parents. BAföG payments help German students to support themselves without having to work at all, or only as little as possible, in addition to their studies.

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## WHERE

Find here terms and conditions as well as application forms:

<https://www.bafög.de/de/wo-und-wie-werden-leistungen-nach-dem-bafog-beantragt-371.php> (German) As a rule the local Student's Union is the institution in charge: <http://www.studentenwerk-muenchen.de/en> (English)



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# List of scholarships

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## WHAT

Besides grants there is a huge list of scholarships and how to apply for them.

Foreign students find

<https://www.study-in-bavaria.de/en/how/financing-your-studies/> (English) an overview about finance possibilities which apply to them.

Scholarships in Europe you can find here: <http://www.scholarshipportal.com/> (English).



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# University holidays: terms and long vacations

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## WHAT

winter term: starts middle of October – middle of February

summer term: starts middle of April – middle of July

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## GOOD TO KNOW

Each type of college or university (and sometimes course of studies) has different holidays. You will find the most common

<http://www.studieren-in-bayern.de/zugang-termine/vorlesungszeiten-bayern/> (until 2019).



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## Subsidized meals

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### WHAT

The Studentenwerke organize the catering for favourable prizes.

The Studentenwerke are the usual caterers at Germany's higher education institutions and run canteens, cafeterias, restaurants, bistros and coffee bars.

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### WHO

Students and Staff of universities pay reduced prices with their identity card.

Visitors are welcome and pay normal prizes.



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# Admission: applying and enrolling at universities

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## WHAT

If you're not German, and you'd like to enrol for a bachelor's, master's or other degree at the university consider that Degree programs vary widely, as do the backgrounds of the applicants. Hence there is not just one set procedure that applies to everyone, but various different application procedures.

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## STEPS

STEP 1: Check the prerequisites for admission to the degree program of your choice

STEP 2: Find out about deadlines at the websites of universities, colleges

STEP 3: Apply for your place: In general, international applicants (EU/EEA citizens and non-EU/EEA citizens) apply and register via the International Office. In some cases, applications are submitted via the Student Office or the central SfH (Foundation for University Admissions).

STEP 4: The following regulations apply for international applicants:

a) Degree programmes with admission restrictions ("numerus clausus" subjects)

Particularly popular degree programmes are subject to admission restrictions, based on average grades ("numerus clausus"). A distinction is hereby made between

-> Degree programmes with local admissions restrictions (admission restrictions at the chosen university)

-> Degree programmes with national admission restrictions (i.e. Germany-wide)

Subjects with local admissions restrictions – EU/EEA citizens:

-> You will need to apply for a place at the chosen university via the Student Office.

Subjects with local admissions restrictions – non-EU/EEA citizens:

-> You will need to apply for a place at the LMU via the International Office.

Subjects with national admissions restrictions – EU/EEA citizens:



-> You will need to apply for a place via the national allocation procedure organised by the SfH (Foundation for University Admissions). If you are awarded a place at the university, the Foundation for University Admissions will issue you a letter of acceptance for university admission. You will need to submit this letter when you register at the university Student Office.

Subjects with national admissions restrictions – non-EU/EEA citizens:

-> The national allocation procedure does not apply to you. The International Office is responsible for handling your application for a place at the university and for ensuring you fulfil the requirements.

Advanced semester – subjects with local or national admissions restrictions – EU/EEA citizens and non-EU/EEA citizens:

-> you will need to apply for a place at the LMU via the Student Office.

b) Degree programs without admission restrictions (including master's and doctoral degree programs)

Degree programs without admission restrictions are subdivided into

-> Degree programs without pre-registration and without aptitude test

-> Degree programs with pre-registration

-> Degree programs with aptitude test

Degree programs without pre-registration and without aptitude assessment – EU/EEA citizens and non-EU/EEA citizens:

-> You will need to apply for a place via the International Office.

Degree program with aptitude test or pre-registration – EU/EEA citizens and non-EU/EEA citizens:

-> You will need to apply for a place via the International Office.

-> You will also (like all German applicants) need to apply to the respective institute for your desired degree program in the correct form and before the relevant deadline. Please note: The respective institute will tell you the dates for aptitude tests or pre-registration. These are also listed on the websites.

STEP 4: Register: If you have fulfilled all the requirements and adhered to all the deadlines, the International Office or the Student Office will issue you with a letter of acceptance. This letter contains all the information you will need in order to register at the university.

It tells you

– Where to register (International Office or Student Office)

– When to register

– Which documents to bring for registration

Prospective students must register for the winter semester in the middle of September, and in the middle of March for the summer semester.



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Please note:

1. You must register in person.
2. First fill out the online form: In order to register in person, you first need to have filled out the online registration form: Online registration (print out and bring your confirmation with application number).
3. For registration, you will always need to present the letter of acceptance issued by the International Office or the Student Office. If your chosen subject requires an aptitude assessment or pre-registration, you will also need to present the letter from the respective degree program or faculty.  
(Admission to degree program / acceptance on degree program).
4. As soon as you have registered, you will need to pay your semester fee. Your registration is not valid unless you pay your semester fee within one week. To see how much you have to pay and where to transfer the balance, please see the “Continuation of Registration” website.

## The German Vocational Training System

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### WHAT

Training is undertaken for many professions within the framework of a dual system in Germany. This means that you learn through practical work in a company and learn the theory at a vocational school. The training lasts between two and three and a half years.

There are:

- a) Dual vocational training,
- b) School-based vocational training (Berufsfachschule, Berufskolleg) and
- c) dual vocational degrees.

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### WHO

Citizens of the EU, Liechtenstein, Iceland, Norway or Switzerland are welcome to start vocational training in Germany any time. You do not require a visa for entering Germany or starting a vocational training programme.





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Citizens from other countries are welcome to start vocational training in Germany any time. In order to do so you will need a visa. You can apply for a visa at the German mission in your country. To be granted a visa, you have to meet the following criteria: You have found a vocational training place with a German company. The German Federal Employment Agency has approved your vocational training because there are no German candidates or candidates from a privileged country (such as an EU country) for the respective position. When applying for a visa you have to prove that you are capable of paying for your living, no matter if you are pursuing a dual or school-based vocational training course. What kind of school-leaving certificate you need for taking up vocational training in Germany depends on the occupation and programme you're interested in.

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## HOW

The guide to “Vocational training in Germany” can help you. It gives you advice on how to choose a profession that is right for you, how to look for a place as a trainee, how to apply and much more. It also tells you where you can improve your German skills and which rights and obligations you have when training for an occupation.

There is also information about funding programmes or how to improve your command of the German language whilst you are still in your home country:

<http://www.make-it-in-germany.com/en/for-qualified-professionals/training-learning/training/vocational-training-in-germany> (English)

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## GOOD TO KNOW

Find here general information on vocational trainings about career counselling, trainee placement services and financial support for trainees (English, German, French) at the Federal Employment Agency:

<https://www3.arbeitsagentur.de/web/content/EN/index.htm> (English)

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## WHERE

You may first start here:



- a) The Career Information Centre (BIZ) at the [Employment Agencies in Munich](#) will provide you with information about the different professions in Germany, the work and the necessary qualifications. In addition, the employees at the Employment Agency will advise you and help you to look for a suitable training place or job.
- b) The International Educational and Vocational Counselling Service of the City of Munich, Department for Education and Sports gives information about networks, trainings and searching for apprenticeships. [www.muenchen.de/bildungsberatung](http://www.muenchen.de/bildungsberatung)

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## Primary and secondary school programs for adults: school leaving qualifications

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### WHAT

There are many options in Germany that allow you to continue to train after leaving school, vocational training or university. You can attend adult education courses to obtain general or school-leaving qualifications. There are day-time and evening courses, and you can even do your lessons from home (for example as part of a distance-learning course with a college or university).

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### HOW

a) The Federal Employment Agency is an important port of call when it comes to your professional further education. You can also find further education and training institutions in the telephone book and in the Yellow Pages. Possible options include:

- (1) further education courses,
- (2) language courses,
- (3) work placements
- (4) special integration courses for young adults.

<https://www3.arbeitsagentur.de/web/content/EN/index.htm> (English)

b) The Adult Education Centres (Volkshochschulen) offer a broad range of courses all over Germany, from courses in languages and computer skills to programmes



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on health-related issues. In Munich you'll find here more:

<https://www.mvhs.de/programm/schulbildung-studium/schulabschluss-nachholen-1437/> (German).



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## Courses for retirees

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### WHAT

There are different opportunities for retirees, elder people to keep going in education at universities, Adult Education Centres or other institutions.

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### HOW

You may first start at the local Adult Education Centres (Volkshochschulen)

<https://www.mvhs.de/programm/computer-internet/senioren-volkshochschule-420>

6/ (German) or for higher education at the Munich's university:

<http://www.seniorenstudium.uni-muenchen.de/index.html> (German)



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# Vocational training

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## WHAT

There are many options in Germany that allow you to continue to train after leaving school, vocational training or university. You can attend adult education courses to obtain general or school-leaving qualifications. There are day-time and evening courses, and you can even do your lessons from home (for example as part of a distance-learning course with a college or university).

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- (1) further education courses,
- (2) language courses,
- (3) work placements
- (4) special integration courses for young adults.

<https://www3.arbeitsagentur.de/web/content/EN/index.htm> (English) or contact the your local Employment Office

b) The Adult Education Centres (Volkshochschulen) offer a broad range of courses all over Germany, from courses in languages and computer skills to programmes on health-related issues. <https://www.mvhs.de/programm/beruf-karriere> (German).

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# Recognition of vocational qualifications

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## WHAT

In Bavaria a comprehensive network of counselling and service offices supports people in the procedure of applying to have their qualifications recognised.

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## HOW

The Foreign Qualifications Advisory and Support Service (Servicestelle zur Erschließung ausländischer Qualifikationen) supports people in the procedure of applying to have their qualifications recognised. They provide advice on how to apply to have your foreign school, higher education and/or vocational qualifications recognised. They help you to prepare and complete your application. They provide you with information about the authority responsible for recognition. Where necessary, they help you find your way through the recognition procedure. They explain the authority's response to your application and, where necessary, show you other alternatives.

Visit the website, on which you will find the following counselling application form: [www.muenchen.de/adviceonrecognition](http://www.muenchen.de/adviceonrecognition).

Please fill in the application form and return it:

E-Mail: [servicestelle-erkennung.soz@muenchen.de](mailto:servicestelle-erkennung.soz@muenchen.de),

T +49 (0)89 233-671 41

If you want to try alone click here to find out who is responsible for recognising your school certificates in Germany. <http://anabin.kmk.org/anabin.html> (German) If you merely want to translate proof of your school education or work experience and present it in a clear and understandable form, you may want to try the europass <https://www.europass-info.de/?id=283> (German).



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# Recognition of school-leaving certificates

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## WHAT

In Bavaria a comprehensive network of counselling and service offices supports people in the procedure of applying to have their qualifications recognised.

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## HOW

The Foreign Qualifications Advisory and Support Service (in German: Servicestelle zur Erschließung ausländischer Qualifikationen) supports people in the procedure of applying to have their qualifications recognised. They provide advice on how to apply to have your foreign school, higher education and/or vocational qualifications recognised. They help you to prepare and complete your application. They provide you with information about the authority responsible for recognition. Where necessary, they help you find your way through the recognition procedure. They explain the authority's response to your application and, where necessary, show you other alternatives.

Visit the website, on which you will find the following counselling application form:  
[www.muenchen.de/adviceonrecognition](http://www.muenchen.de/adviceonrecognition).

Please fill in the application form and return it:

E [servicestelle-erkennung.soz@muenchen.de](mailto:servicestelle-erkennung.soz@muenchen.de)

T +49 (0)89 233-671 41

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# List of online resources regarding education

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## WELCOME TO GERMANY

### What

At "Welcome to Germany" you can find information and tips about where to find



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further information, telephone numbers and contact addresses regarding education and learning language

### Where

[http://www.bamf.de/EN/Willkommen/Bildung/bildung-node.html;jsessionid=176C3D30111F28218B2B187E449D8C62.1\\_cid359](http://www.bamf.de/EN/Willkommen/Bildung/bildung-node.html;jsessionid=176C3D30111F28218B2B187E449D8C62.1_cid359) (in English),

Learning German:

<http://www.bamf.de/EN/Willkommen/DeutschLernen/deutschlernen-node.html> (in English)

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## MEIN WEG NACH DEUTSCHLAND (MY WAY TO GERMANY)

### What

online platform for migrants

### Where

<http://www.goethe.de/lrn/prj/wnd/enindex.htm> (in English),

education:

<http://www.goethe.de/lrn/prj/wnd/idl/sua/enindex.htm> (in English)

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## MAKE IT IN GERMANY

### What

online platform for professionals. Information about schools, education and vocational training

### Where

<http://www.make-it-in-germany.com/en/for-qualified-professionals/training-learning> (in English)

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## MOVING TO GERMANY





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### What

information about living, working and studying in Germany. Counselling on recognition of qualifications

### Where

<http://www.migranet.org/moving-to-germany> (German)

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## **NETWORK: INTEGRATION THROUGH QUALIFICATION**

### What

Information, counselling and contacts regarding language training and credential recognition

### Where

<http://www.netzwerk-iq.de/network-iq-start-page.html> (English)

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## **BAVARIAN STATE MINISTRY OF EDUCATION, SCIENCE AND ARTS**

### What

Information of the private and public school system in Bavaria as well as issues regarding higher education, public and private universities and colleges.

### Where

general information at

<https://www.km.bayern.de/education-in-bavaria.html> ,

Information about studying in Bavaria at

<http://studieren-in-bayern.de/> (German),

Financing possibilities for your studies at

<https://www.study-in-bavaria.de/en/how/financing-your-studies/> (English)

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## **CHAMBER OF TRADE AND CRAFTS FOR MUNICH AND UPPER BAVARIA**



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### What

Information, networks, trainings and searching for apprenticeships, The Chamber's administrative tasks are leading the crafts' register, trainees' register, controlling of vocational training and examinations.

### Where

[www.hwk-muenchen.de](http://www.hwk-muenchen.de) (German)

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## **THE ASSOCIATION OF GERMAN CHAMBERS OF COMMERCE AND INDUSTRY (DEUTSCHER INDUSTRIE- UND HANDELSKAMMERTAG, DIHK)**

### What

information, networks, trainings and searching for apprenticeships

### Where

<https://www.dihk.de/en/segments/training>



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## List of support services and projects regarding education

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### MUNICH COMMUNITY COLLEGE (MÜNCHNER VOLKSHOCHSCHULE)

#### What

The “Münchner Volkshochschule” (VHS) is an institution supported by the city of Munich. The VHS offers courses for all levels, purposes and formats, also integration courses.

#### Where

Management and Administration,  
Gasteig, Kellerstraße 6, access from Rosenheimer Straße 5,  
T +49 89 4 80 06-0,  
Info Centre: +49 89 4 80 06-6220,  
E [info@mvhs.de](mailto:info@mvhs.de)

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### THE GOETHE-INSTITUT

#### What

The Goethe-Institut Munich offers courses for all levels, and formats as well as the tests

#### Where

Goethe-Institut München  
Rablstraße 24, 81669 München,  
T +49 89 551903-0  
E [muenchen@goethe.de](mailto:muenchen@goethe.de)

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## **FEDERAL EMPLOYMENT AGENCY MUNICH (AGENTUR FÜR ARBEIT MÜNCHEN)**

### **What**

The agency offers courses for job seekers. The contact officer in charge advises. Residence permit and registration at the agency is obligatory.

### **Where**

Agentur für Arbeit München (Employment Agency),  
Kapuzinerstraße 26, 80337 München,  
T +49 (0)800 4 5555 00

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## **GERMAN PROGRAMMES FOR CHILDREN AND JUVENILES**

### **What**

Kindergartens and schools offer special language support programmes in German, and sometimes in the relevant mother tongue, for children and juveniles who are growing up speaking a language other than German. Language tests are carried out in all Federal Länder as early as kindergarten or before school enrolment to establish the child's support needs. Various support programmes are offered depending on the Federal Land. It's free of charge.

### **Where**

For first advice contact the hotline of the City of Munich:

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Servicetelefone.html> (German). You can obtain further information in your area from: the Migration Advisory Service for Adult Immigrants and the Youth Advisory Service, youth welfare offices, family counselling services, child day-care facilities.

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## **HIPPY (HOME INSTRUCTION FOR PARENTS OF PRESCHOOL YOUNGSTERS)**

### **What**

An intercultural and integrative programme for adult formation and early stage encouragement of children



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## Where

City of Munich,

Beate Wiedmann, T +49 (0)89 233-49791, [beate.wiedmann@muenchen.de](mailto:beate.wiedmann@muenchen.de),

Daniela Kiehl, T + 49 (0)89 233-49792, [daniela.kiehl@muenchen.de](mailto:daniela.kiehl@muenchen.de);

<https://www.muenchen.de/rathaus/Stadtverwaltung/Sozialreferat/Jugendamt/Familienangebote/HIPPY.html> (German, English)

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## THE FEDERAL OFFICE FOR MIGRATION AND REFUGEES (BAMF)

### What

The Federal Office for Migration and Refugees (BAMF) offers courses in “German for professional purposes” to people with a migration background.

### Where

Contact the counselling units, they guide you to the local regional offices via the website:

[http://www.bamf.de/EN/Willkommen/DeutschLernen/DeutschBeruf/Deutschberuf-esf/deutschberuf-esf-node.html;jsessionid=6259FF0D538265071597CDE356B9A77E.1\\_cid294](http://www.bamf.de/EN/Willkommen/DeutschLernen/DeutschBeruf/Deutschberuf-esf/deutschberuf-esf-node.html;jsessionid=6259FF0D538265071597CDE356B9A77E.1_cid294)

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## KITAFINDER (ONLINE PLATFORM BY THE CITY OF MUNICH)

### What

Online service to find information on daycare facilities, day nurseries and group daycareservices and to register your child at all participating facilities.

### Where

Landeshauptstadt München (City of Munich),

Referat für Bildung und Sport (Department for Education and Sport),

Bayerstraße 28, 80335 München,

T +49 (0)89 233-96775 (Kitas)

<https://www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Kindertageseinrichtungen/kita-finder.html> (German)



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## **PLATFORM FOR DAY CARE BY THE CITY OF MUNICH**

### **What**

Contacts to find child minders, crawl groups and temporary care for your children.

### **Where**

Landeshauptstadt München (City of Munich)

Sozialreferat München, Sachgebiet Kindertagesbetreuung (Department of Social Services)

Prielmayerstraße 1, 80335 München,

T + 49 (0) 89/23349800,

<https://www.muenchen.de/rathaus/Stadtverwaltung/Sozialreferat/Jugendamt/Kindertagesbetreuung.html> (German)

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## **STATE EDUCATION AUTHORITY FOR THE CITY OF MUNICH (SCHULAMT)**

### **What**

Information, registration and consultant services about the public and private school system in Munich as well as the after school care and measures for children with special needs.

### **Where**

Schwanthalerstraße 40, 80336 München,

T +49 (0) 89/ 5441350,

E [muenchen.flpost@schulamt.musin.de](mailto:muenchen.flpost@schulamt.musin.de),

<http://www.schulamt-muenchen.musin.de> (German)

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## **MUNICH STUDENT UNIT (STUDENTENWERK MÜNCHEN)**

### **What**

Information and consultancy for national and international students on all issues concerning studying in Munich, especially student accommodation.

### **Where**



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Leopoldstraße 15, 80802 München,  
T +49 89 38196-0,  
E [stuwerk@stwm.de](mailto:stuwerk@stwm.de),  
<http://www.studentenwerk-muenchen.de/en/>

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## **CAREERS INFORMATION CENTRES (BIZ) AT THE EMPLOYMENT AGENCIES (AGENTUR FÜR ARBEIT)**

### **What**

career counselling, information about trainings and searching for apprenticeships

### **Where**

Kapuzinerstraße 26,  
80337 München

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## **INTERNATIONAL EDUCATIONAL AND VOCATIONAL COUNSELLING SERVICE (BILDUNGSBERATUNG INTERNATIONAL)**

### **What**

Multilingual service centre for foreigners concerning questions of education, adult education, recognition of foreign certificates.

### **Where**

Department of Education and Sports  
Goethestraße 53, 80336 München,  
T +49 89 233 26875,  
E [schulberatung-international@muenchen.de](mailto:schulberatung-international@muenchen.de)  
[www.muenchen.de/bildungsberatung](http://www.muenchen.de/bildungsberatung)

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## **MUNICH EMPLOYMENT AND QUALIFICATION PROGRAMMES (MBQ)**

### **What**

The City of Munich runs programmes for certain target groups (including migrants),



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also regarding trainings

Have a look at the programmes and look for contacts:

[https://www.muenchen.de/rathaus/home\\_en/Department-of-Labor-and-Economic-Development/labormarket-policy.html](https://www.muenchen.de/rathaus/home_en/Department-of-Labor-and-Economic-Development/labormarket-policy.html)

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## RECOGNITION OF QUALIFICATIONS

### What

Counseling on recognition on qualifications

### Where

Landeshauptstadt München (City of Munich), Sozialreferat (Department for Social Services),

Amt für Wohnen und Migration, Migration und Interkulturelle Arbeit (Migration Office),

Servicestelle zur Erschließung ausländischer Qualifikationen,

Welfenstraße 22 / side entrance, 81 541 München,

E [servicestelle-erkennung.soz@muenchen.de](mailto:servicestelle-erkennung.soz@muenchen.de),

T +49 (0)89 233-671 41

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## ADULT EDUCATION CENTRE MUNICH (VOLKSHOCHSCHULEN)

### What

Courses and trainings in adult education

### Where

Management and Administration

c/o Gasteig

Kellerstraße 6, access from Rosenheimer Straße 5

T +49 89 4 80 06-0

Info Centre: +49 89 4 80 06-6220

E [info@mvhs.de](mailto:info@mvhs.de)





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## KIRON

### What

Kiron is a NGO that enables access to higher education and successful learning for refugees.

### Where

Kiron Munich,  
Praterinsel 4, 80538 München,  
E [info@kiron.ngo](mailto:info@kiron.ngo),  
<https://kiron.ngo/>